

AGENDA

Strategy, Finance and Risk Committee meeting Monday, 25 March 2024

I hereby give notice that a Strategy, Finance and Risk Committee meeting will be held on:

Date: Monday, 25 March 2024

Time: to start at the conclusion of the Council

meeting

Location: Bay of Plenty Regional Council Chambers

Regional House 1 Elizabeth Street

Tauranga

Please note that this meeting will be livestreamed and the recording will be publicly available on Tauranga City Council's website: www.tauranga.govt.nz.

Marty Grenfell Chief Executive

Terms of reference – Strategy, Finance & Risk Committee

Membership

Chairperson Commission Chair Anne Tolley

Deputy chairperson Dr Wayne Beilby – Tangata Whenua representative

Members Commissioner Shadrach Rolleston

Commissioner Stephen Selwood

Commissioner Bill Wasley

Matire Duncan, Te Rangapū Mana Whenua o Tauranga

Moana Chairperson

Te Pio Kawe – Tangata Whenua representative Rohario Murray – Tangata Whenua representative

Bruce Robertson - External appointee with finance and

risk experience

Quorum Five (5) members must be physically present, and at least

three (3) commissioners and two (2) externally appointed

members must be present.

Meeting frequency Six weekly

Role

The role of the Strategy, Finance and Risk Committee (the Committee) is:

- (a) to assist and advise the Council in discharging its responsibility and ownership of health and safety, risk management, internal control, financial management practices, frameworks and processes to ensure these are robust and appropriate to safeguard the Council's staff and its financial and non-financial assets;
- (b) to consider strategic issues facing the city and develop a pathway for the future;
- (c) to monitor progress on achievement of desired strategic outcomes:
- (d) to review and determine the policy and bylaw framework that will assist in achieving the strategic priorities and outcomes for the Tauranga City Council.

Membership

The Committee will consist of:

- four commissioners with the Commission Chair appointed as the Chairperson of the Committee
- the Chairperson of Te Rangapū Mana Whenua o Tauranga Moana
- three tangata whenua representatives (recommended by Te Rangapū Mana Whenua o Tauranga Moana and appointed by Council)
- an independent external person with finance and risk experience appointed by the Council.

Voting Rights

The tangata whenua representatives and the independent external person have voting rights as do the Commissioners.

The Chairperson of Te Rangapu Mana Whenua o Tauranga Moana is an advisory position, without voting rights, designed to ensure mana whenua discussions are connected to the committee.

Committee's Scope and Responsibilities

A. STRATEGIC ISSUES

The Committee will consider strategic issues, options, community impact and explore opportunities for achieving outcomes through a partnership approach.

A1 – Strategic Issues

The Committee's responsibilities with regard to Strategic Issues are:

- Adopt an annual work programme of significant strategic issues and projects to be addressed.
 The work programme will be reviewed on a six-monthly basis.
- In respect of each issue/project on the work programme, and any additional matters as determined by the Committee:
 - Consider existing and future strategic context
 - o Consider opportunities and possible options
 - o Determine preferred direction and pathway forward and recommend to Council for inclusion into strategies, statutory documents (including City Plan) and plans.
- Consider and approve changes to service delivery arrangements arising from the service delivery reviews required under Local Government Act 2002 that are referred to the Committee by the Chief Executive.
- To take appropriate account of the principles of the Treaty of Waitangi.

A2 - Policy and Bylaws

The Committee's responsibilities with regard to Policy and Bylaws are:

- Develop, review and approve bylaws to be publicly consulted on, hear and deliberate on any submissions and recommend to Council the adoption of the final bylaw. (The Committee will recommend the adoption of a bylaw to the Council as the Council cannot delegate to a Committee the adoption of a bylaw.)
- Develop, review and approve policies including the ability to publicly consult, hear and deliberate on and adopt policies.

A3 – Monitoring of Strategic Outcomes and Long Term Plan and Annual Plan

The Committee's responsibilities with regard to monitoring of strategic outcomes and Long Term Plan and Annual Plan are:

- Reviewing and reporting on outcomes and action progress against the approved strategic direction. Determine any required review / refresh of strategic direction or action pathway.
- Reviewing and assessing progress in each of the six (6) key investment proposal areas within the 2021-2031 Long Term Plan.
- Reviewing the achievement of financial and non-financial performance measures against the approved Long Term Plan and Annual Plans.

B. FINANCE AND RISK

The Committee will review the effectiveness of the following to ensure these are robust and appropriate to safeguard the Council's financial and non-financial assets:

- Health and safety.
- Risk management.
- Significant projects and programmes of work focussing on the appropriate management of risk.
- Internal and external audit and assurance.
- Fraud, integrity and investigations.
- Monitoring of compliance with laws and regulations.
- Oversight of preparation of the Annual Report and other external financial reports required by statute.
- Oversee the relationship with the Council's Investment Advisors and Fund Managers.
- Oversee the relationship between the Council and its external auditor.
- Review the guarterly financial and non-financial reports to the Council.

B1 - Health and Safety

The Committee's responsibilities through regard to health and safety are:

- Reviewing the effectiveness of the health and safety policies and processes to ensure a healthy and safe workspace for representatives, staff, contractors, visitors and the public.
- Assisting the Commissioners to discharge their statutory roles as "Officers" in terms of the Health and Safety at Work Act 2015.

B2 - Risk Management

The Committee's responsibilities with regard to risk management are:

- Review, approve and monitor the implementation of the Risk Management Policy, including the Corporate Risk Register.
- Review and approve the Council's "risk appetite" statement.
- Review the effectiveness of risk management and internal control systems including all material financial, operational, compliance and other material controls. This includes legislative compliance, significant projects and programmes of work, and significant procurement.
- Review risk management reports identifying new and/or emerging risks and any subsequent changes to the "Tier One" register.

B3 - Internal Audit

The Committee's responsibilities with regard to the Internal Audit are:

- Review and approve the Internal Audit Charter to confirm the authority, independence and scope of the Internal Audit function. The Internal Audit Charter may be reviewed at other times and as required.
- Review and approve annually and monitor the implementation of the Internal Audit Plan.
- Review the co-ordination between the risk and internal audit functions, including the integration
 of the Council's risk profile with the Internal Audit programme. This includes assurance over all
 material financial, operational, compliance and other material controls. This includes legislative
 compliance (including Health and Safety), significant projects and programmes of work and
 significant procurement.
- Review the reports of the Internal Audit functions dealing with findings, conclusions and recommendations.

• Review and monitor management's responsiveness to the findings and recommendations and enquire into the reasons that any recommendation is not acted upon.

B4 - External Audit

The Committee's responsibilities with regard to the External Audit are:

- Review with the external auditor, before the audit commences, the areas of audit focus and audit plan.
- Review with the external auditors, representations required by commissioners and senior management, including representations as to the fraud and integrity control environment.
- Recommend adoption of external accountability documents (LTP and annual report) to the Council.
- Review the external auditors, management letter and management responses and inquire into reasons for any recommendations not acted upon.
- Where required, the Chair may ask a senior representative of the Office of the Auditor General (OAG) to attend the Committee meetings to discuss the OAG's plans, findings and other matters of mutual interest.
- Recommend to the Office of the Auditor General the decision either to publicly tender the external audit or to continue with the existing provider for a further three-year term.

B5 - Fraud and Integrity

The Committee's responsibilities with regard to Fraud and Integrity are:

- Review and provide advice on the Fraud Prevention and Management Policy.
- · Review, adopt and monitor the Protected Disclosures Policy.
- Review and monitor policy and process to manage conflicts of interest amongst commissioners, tangata whenua representatives, external representatives appointed to council committees or advisory boards, management, staff, consultants and contractors.
- Review reports from Internal Audit, external audit and management related to protected disclosures, ethics, bribery and fraud related incidents.
- Review and monitor policy and processes to manage responsibilities under the Local Government Official Information and Meetings Act 1987 and the Privacy Act 2020 and any actions from the Office of the Ombudsman's report.

B6 - Statutory Reporting

The Committee's responsibilities with regard to Statutory Reporting relate to reviewing and monitoring the integrity of the Annual Report and recommending to the Council for adoption the statutory financial statements and any other formal announcements relating to the Council's financial performance, focusing particularly on:

- Compliance with, and the appropriate application of, relevant accounting policies, practices and accounting standards.
- Compliance with applicable legal requirements relevant to statutory reporting.
- The consistency of application of accounting policies, across reporting periods.
- Changes to accounting policies and practices that may affect the way that accounts are presented.
- Any decisions involving significant judgement, estimation or uncertainty.
- The extent to which financial statements are affected by any unusual transactions and the manner in which they are disclosed.
- The disclosure of contingent liabilities and contingent assets.
- The basis for the adoption of the going concern assumption.

Significant adjustments resulting from the audit.

Power to Act

- To make all decisions necessary to fulfil the role, scope and responsibilities of the Committee subject to the limitations imposed.
- To establish sub-committees, working parties and forums as required.
- This Committee has <u>not</u> been delegated any responsibilities, duties or powers that the Local Government Act 2002, or any other Act, expressly provides the Council may not delegate. For the avoidance of doubt, this Committee has <u>not</u> been delegated the power to:
 - o make a rate:
 - o make a bylaw;
 - borrow money, or purchase or dispose of assets, other than in accordance with the Long-Term Plan (LTP);
 - o adopt the LTP or Annual Plan;
 - adopt the Annual Report;
 - o adopt any policies required to be adopted and consulted on in association with the LTP or developed for the purpose of the local governance statement;
 - o adopt a remuneration and employment policy;
 - o appoint a chief executive.

Power to Recommend

To Council and/or any standing committee as it deems appropriate.

Order of Business

1	Opening karakia1			
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3	Public forum			
4	Acceptance of late items			
5	Confi	dential business to be transferred into the open	11	
6	Change to order of business			
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	7.1	Minutes of the Strategy, Finance and Risk Committee meeting held on 19 February 2024	12	
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10	Discu	ssion of late items	204	
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- 1 OPENING KARAKIA
- 2 APOLOGIES
- 3 PUBLIC FORUM
- 4 ACCEPTANCE OF LATE ITEMS
- 5 CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN
- 6 CHANGE TO ORDER OF BUSINESS

7 CONFIRMATION OF MINUTES

7.1 Minutes of the Strategy, Finance and Risk Committee meeting held on 19 February 2024

File Number: A15690215

Author: Anahera Dinsdale, Acting Team Leader: Governance Services

Authoriser: Anahera Dinsdale, Acting Team Leader: Governance Services

RECOMMENDATIONS

That the Minutes of the Strategy, Finance and Risk Committee meeting held on 19 February 2024 be confirmed as a true and correct record.

ATTACHMENTS

1. Minutes of the Strategy, Finance and Risk Committee meeting held on 19 February 2024



MINUTES

Strategy, Finance and Risk Committee meeting Monday, 19 February 2024

Order of Business

1	Opening karakia			
2	Apology			
3	Public forum			
4	Acceptance of late items			
5	Confid	dential business to be transferred into the open	4	
6	-	ge to order of business		
7	Confi	Confirmation of minutes		
	7.1	Minutes of the Strategy, Finance and Risk Committee meeting held on 4 December 2023	4	
8	Decla	ration of conflicts of interest	4	
9	Busin	Business		
	9.1	Audit New Zealand Report on the audit of Tauranga City Council for the year ended 30 June 2023		
	9.2	Six Monthly Treasury Strategy Update	5	
	9.3	2024-34 Long-term Plan - Audit Engagement Letter	6	
	9.4	Issues and Options for Draft Response to Landslides Policy	6	
	9.5	Q2 Financial Monitoring Report to 31 December 2023	8	
	9.6	Capital Programme 2023/24 6 month update	9	
	9.7	LGOIMA and Privacy Report Q2 for 2023/2024 year		
10		ssion of late items		
11	Public	excluded session	13	
	11.1	Public Excluded Minutes of the Strategy, Finance and Risk Committee meeting held on 4 December 2023	13	
	11.2	Litigation Report	14	
	11.3	Corporate Risk Register - Quarterly Update	14	
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12	Clock	ag karakia	15	

MINUTES OF TAURANGA CITY COUNCIL STRATEGY, FINANCE AND RISK COMMITTEE MEETING HELD AT THE BAY OF PLENTY REGIONAL COUNCIL CHAMBERS, REGIONAL HOUSE, 1 ELIZABETH STREET, TAURANGA ON MONDAY, 19 FEBRUARY 2024 AT 9.30AM

PRESENT: Commission Chair Anne Tolley (Chairperson), Commissioner Shadrach

Rolleston, Commissioner Stephen Selwood, Commissioner Bill Wasley, Mr

Te Pio Kawe, Ms Rohario Murray (Online), Mr Bruce Robertson

IN ATTENDANCE: Marty Grenfell (Chief Executive), Paul Davidson (Chief Financial Officer),

Barbara Dempsey (General Manager: Community Services), Johansson (Head of Transport), Christine Jones (General Manager: Strategy, Growth & Governance), Alastair McNeill (General Manager: Corporate Services), Sarah Omundsen (General Manager: Regulatory and Compliance), Gareth Wallis (General Manager: City Development & Partnerships), Stephen Burton (Acting General Manager: Infrastructure), Sheree Covell (Treasury and Financial Compliance Manager), Marin Gabric (Senior Financial Accountant (Compliance & External Reporting)). Jeremy Boase (Manager: Strategy & Corporate Planning), Vicky Grant-Ussher (Policy Analyst), Phil Kai Fong (Team Leader Strategic Property), Kathryn Sharplin (Manager: Finance), Tracey Hughes (Financial Insights & Reporting Manager). James Woodward (Manager: Capital Programme Assurance) Mike Naude (Director of Civic Development), Amanda Davies (Manager: Spaces and Places Project Outcomes), Wally Potts (Director of City Waters), Kelvin Hill (Manager: Transport Infrastructure Outcomes), Jason Spencer (Transport Programme Manager - Dual Funded), Kath Norris (Team Leader: Democracy Services), Coral Hair (Manager: Democracy & Governance Services), Shaleen Narayan (Team Leader:

Governance Services), Anahera Dinsdale (Governance Advisor)

EXTERNAL: Anton Labuschagne, Audit Manager, Audit New Zealand

1 OPENING KARAKIA

Commissioner Shadrach Rolleston opened the meeting with a karakia.

2 APOLOGY

APOLOGY

COMMITTEE RESOLUTION SFR1/24/1

Moved: Commissioner Shadrach Rolleston

Seconded: Commissioner Bill Wasley

That apologies from Dr Wayne Beilby and Ms Matire Duncan be received and accepted.

CARRIED

3 PUBLIC FORUM

None

4 ACCEPTANCE OF LATE ITEMS

None

5 CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN

None

6 CHANGE TO ORDER OF BUSINESS

None

- 7 CONFIRMATION OF MINUTES
- 7.1 Minutes of the Strategy, Finance and Risk Committee meeting held on 4 December 2023

COMMITTEE RESOLUTION SFR1/24/2

Moved: Commissioner Stephen Selwood Seconded: Commissioner Shadrach Rolleston

That the minutes of the Strategy, Finance and Risk Committee meeting held on 4 December 2023 be confirmed as a true and correct record.

CARRIED

8 DECLARATION OF CONFLICTS OF INTEREST

None

- 9 BUSINESS
- 9.1 Audit New Zealand Report on the audit of Tauranga City Council for the year ended 30 June 2023

Staff Paul Davidson, Chief Financial Officer

Sheree Covell, Treasury and Financial Compliance Manager

Marin Gabric, Senior Financial Accountant (Compliance & External Reporting)

External Anton Labuschagne, Audit Manager, Audit New Zealand

Key points

- Three new matters were added into the interim and final audit process 2023 financial year, one
 was conducting an annual risk assessment which was cleared during the process. Useful life of
 assets was deemed immaterial and staff have rectified, bee card monitoring was currently been
 worked on by staff.
- Of the 24 outstanding matters from previous years, 14 had been closed, system and process changes had cleared a further four, and of the remaining six, three had been transferred to the risk team to be monitored as part of the risk register, and thee sit with the finance team.
- Mr Lauschange advised that Audit NZ had spent time on revaluation and fair value assessment
 which was the key spend of the council, overall 513 million increase in valuation. Audit NZ
 worked with the finance and the asset teams to confirm that a good process was involved and
 reconciled to the internal records. For assets not revalued this year a fair value assessment

was performed to check there was no material movement and Audit NZ concurred there was no material movement.

Discussion points raised

- Acknowledgement for the report, reflection on Pg 44/45 of the agenda on control environment
 and internal controls and formal fraud risk assessment. Grateful to staff for the culture of
 honesty and ethical behaviour created and maintained. Observed the helpful discussion
 between Audit NZ and staff over the fraud risk assessment and acknowledged that it was being
 managed.
- Pleasing to see a number of recommendations have been closed, and some outstanding matters been worked on, some of these have been around since 2017/18, i.e. process for destroying P-cards.
- Emphasis of matter on the three waters in the annual report, came up also as submissions to
 the long term plan as well. With Audit NZ's help an appendix was added that showed three
 waters would have to come back in, but it was clear that the three waters would be out again.
 Best thing to do was to plan for a system around three waters which met the requirements of
 our community and lodge a water plan that showed our management of three waters was
 financially sustainable and met the standards.

COMMITTEE RESOLUTION SFR1/24/3

Moved: Commissioner Bill Wasley Seconded: Mr Bruce Robertson

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Audit New Zealand Report on the audit of Tauranga City Council for the year ended 30 June 2023".

CARRIED

9.2 Six Monthly Treasury Strategy Update

Staff Paul Davidson, Chief Financial Officer
Sheree Covell, Treasury and Financial Compliance Manager

Key points

- The report outlined all significant treasury operational activities and sought confirmation of existing strategies and approvals for planned strategies.
- The cash flow forecast has been revised down from \$66M to \$45M of additional borrowing required, previously approved at Council. This will mean a higher than budgeted for debt position going into the Long Term Plan and this has been modelled for in the LTP.
- As at 31 December 2023 outstanding debt was \$1.055BN, of which \$105M was issued during the current financial year. Since December 2023 a further \$60m and on track to issue another \$195M by the end of the financial year, a total of \$360M of borrowing for the 2024 financial year.
- Local Government Funding Agency (LGFA) approved a \$10M green loan for the Kopurereua River realignment project. This was the first under the LGFA's Terrestrial and Aquatic Biodiversity Conservation category and had the benefit of a 5 basis point reduction in borrowing costs on the loan margins.
- Fixed rate borrowing rates from LGFA for an A+ rated council, as set out in paragraph 24, have increased by 50 basis points which gave an indication of the costs being faced.
- Paragraph 32 set out the fixed rate position chart, a key treasury policy metric. If expensive the Council would execute hedging and at the end of last year the swap rates were around 3.9% and was favourable to the Council.

In response to questions

• The level of retentions as set out in paragraph 37 was \$70,000, as contractors often had a bond instead of retentions.

COMMITTEE RESOLUTION SFR1/24/4

Moved: Mr Bruce Robertson

Seconded: Commissioner Stephen Selwood

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Six Monthly Treasury Strategy Update".
- (b) Approves the issuance of long and short term debt on a wholesale basis to manage cashflows.
- (c) Approves maintenance of a minimum of \$15m of cash and short term investments to manage cashflows.
- (d) Approves hedging of all significant foreign exchange exposures.

CARRIED

9.3 2024-34 Long-term Plan - Audit Engagement Letter

Staff Christine Jones, General Manager: Strategy, Growth & Governance

Jeremy Boase, Manager: Strategy & Corporate Planning

COMMITTEE RESOLUTION SFR1/24/5

Moved: Mr Te Pio Kawe

Seconded: Commissioner Shadrach Rolleston That the Strategy, Finance and Risk Committee:

(a) Receives the report "2024-34 Long-term Plan - Audit Engagement Letter".

CARRIED

9.4 Issues and Options for Draft Response to Landslides Policy

Staff Alastair McNeil, General Manager: Corporate Services

Vicky Grant-Ussher, Policy Analyst

Phillip Kai Fong, Team Leader Strategic Property

Key points

- Last year council responded to the Auckland anniversary heavy rainfall event and additional flooding, especially in Maungatapu and learnings taken from those events had been included in a Responses to Landslides Policy.
- This policy provided clear expectations of how council, as a landowner, would respond to landslides in the future which would provide certainty to the community. As there was discretion for councils to choose how they responded to landslides, and in the absence of a policy, the community may assume council would take on a greater role than was required. The Policy set out the expectation for private property funding and recovery.

In response to questions

 It was noted that Western Bay of Plenty District Council had a coastal erosions policy whereas TCC had a coastal structures policy and some of these policies covered off similar matters, but in terms of inland landslides there was no specific policy. Other councils like Auckland and Wellington have chosen to have website information.

- Discretion sat at a Council level to decide if it would take a government offer of assistance/partnership or go outside of the policy by noting that it was making an inconsistent decision with the Policy.
- The government was indicating they would continue the previous government's "one-off" process, Future of Severely Affected Locations ("FOSAL"), a voluntary buy-out programme developed to aid in the recovery from certain defined severe weather events in 2023.

Discussion points raised

- Acknowledged that it was important to have a policy in place to ensure staff, the public and elected members understood the Council's position.
- The policy provided discretion to any future council while giving protection to all parties, including the Council, involved in a landslide.
- There was no public consultation for this policy since the views and preferences of persons who may be affected by or have an interest in the matter were known to the council, whether in support or opposition to the policy.

COMMITTEE RESOLUTION SFR1/24/6

Moved: Commissioner Shadrach Rolleston Seconded: Commissioner Stephen Selwood

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Issues and Options for Draft Response to Landslides Policy".
- (b) Agrees to create a new policy outlining council's position on responding to landslides.
- (c) Agrees to the following to be included in the Response to Landslides Policy:
 - (i) the principles of the policy as set out in section four of the policy.
 - (ii) connecting affected residents to wraparound support from other organisations such as social agencies and non-governmental organisations (NGOs)
 - (iii) council will not repair and remediate private property as this responsibility sits with the property owner, their insurer and Toka Tū Ake the Earthquake Commission (EQC)
 - (iv) council meeting its minimum legal obligations (if any) should council land slip onto private property.
 - (v) council having discretion to require private property owners to meet their legal obligations (if any) should private property slip onto council land.
 - (vi) giving strategic consideration to whether to remediate or repair landslides on entirely council owned land
 - (vii) taking a case-by-case approach to government offers of partnership or intervention but having regard to the consideration set out in clause 5.15 of the policy.
- (d) Agrees to adopt the Response to Landslides Policy (Attachment 1) with immediate effect and without public consultation noting that the Committee is satisfied the views and preferences of persons who will or may be affected by, or have an interest in, the decision or matter are known and have been taken into consideration in adopting the policy.
- (e) Delegates to the General Manager: Corporate Services authority to approve minor or technical changes to the policy prior to final publication on the Council website.

CARRIED

9.5 Q2 Financial Monitoring Report to 31 December 2023

Staff Paul Davidson, Chief Financial Officer Kathryn Sharplin, Manager: Finance

Tracey Hughes, Financial Insights & Reporting Manager

Key points

- Executive were aware of the pressure of the deficit for the year driven from depreciation and interest rates, however staff were actively managing that for the rest of the year.
- There was an error in paragraph 4, capital expenditure was \$171M against a year to date budget of \$229M, which was 75%.
- Full year forecasts for capital expenditure were currently sitting at \$415M, however this was likely to be revised downwards.
- Overall operating deficit was \$14M unfavourable to budget and forecast to be \$42.2M unfavourable, and this was not all funded by rates in the current year with the rates impact forecast to be \$2-3M more than budgeted and this largely related to financing, depreciating and staff costs.
- Operating revenues were forecast to be ahead of budget.
- The operating expenditure forecast \$49.5M higher then budget with the big impact from depreciation from revaluations last year which were extremely high and there was no feel for capitalisation when setting the LTP budget. \$28M of this overspend was bought forward from 2023 or expected to be loan funded.
- Personnel expenditure was forecast to be \$3M greater than budget but the impact of the Christmas and summer holidays were not reflected in these numbers, which may bring down the actual and forecast figures. Salary savings were not fully realised as vacancies were been filled quicker than historical averages.
- Gross debt was \$1.055BN as at 31 December 2023 and while interest rates were high the average borrowing rates were 3/4 of a percent less than OCR.
- Attachment 2 on water volumes was reflected from the last quarterly report as requested.
- Attachment 3 was a screenshot of the new financial monitoring dashboard. This was a display
 not previously had of long term trends which showed capital expenditure climbing significantly
 at over 100 % while operational expenditure salary costs increased by 50% over the same
 timeframe.

In response to questions

- Variances in the grants area was in relation to Tauriko West.
- The correct amount in paragraph 12 of capital expenditure was \$171M.
- Screenshots of the new financial monitoring dashboard provided a good picture as to where we have come and where we were heading.

COMMITTEE RESOLUTION SFR1/24/7

Moved: Commissioner Stephen Selwood

Seconded: Commissioner Bill Wasley

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Q2 Financial Monitoring Report to 31 December 2023".
- (b) Recommend to Council to approve unbudgeted loan-funded operating expenditure and associated rates-funded debt retirement over a five year period for:
 - (i) \$379k for Keenan Road Business case.
 - (ii) Wairoa Bridge Cycleway contribution to safety works \$1.1m.

CARRIED

9.6 Capital Programme 2023/24 6 month update

Staff Alastair McNeil, General Manager: Corporate Services

James Woodward, Manager: Capital Programme Assurance

Mike Naude, Director of Civic Development

Amanda Davies, Manager: Spaces and Places Project Outcomes

Wally Potts, Director of City Waters

Kelvin Hill, Manager: Transport Infrastructure Outcomes

Jason Spencer, Transport Programme Manager – Dual Funded

Overview James Woodward

- Update on overall progress to end of December for 2023/24 financial year key points discussed were Headlines / Outlook, Activity Presentations, Highlights, 2023/24 Programme, Top 5 Projects, Risks and Opportunities.
- Capital programme budget was forecast to be \$411.1M.
- Key points from the ANZ presentation last week was on inflation and showing cost expectations by the construction sector for the next three months. Inflation was still a risk. Easing of OCR rates would take longer than previously forecast.
- Some of the issues that firms reported were their biggest problems were finding skilled labour, regulation and paperwork, exchange rates, and interest rates with the latter related to the risk of solvency in the supply chain.

City Centre and Civic Programme - Mike Naude

- Civic development programme going well with six major sites open and active.
- Budgets were running slightly behind but more expenditure would happen in the third quarter.
- Top five projects all in the green, apart from 90 Devonport Road fitout, with concerns around scope changes that may arise and their implications on budgets.
- Top three risks were increased cost escalations across projects, late design changes and constrained sub-contractor market in Tauranga but mitigations were in place.
- Highlights of projects completed to the end of December 2023 through photographs including
 the completion of the Dive Crescent car park and Tunks Reserve and Elizabeth Street East.
 Progress was being made on 90 Devonport Road, a timelapse video of the Library and
 Community Hub was circulated, the northern seawall was progressing well and the southern
 and northern abutments for the boardwalk were underway.

In response to questions

In terms of controlling labour risk, if contractors can see the pipeline of work ahead and they
could move from one sit to another this was the major mitigation along with the contractors
proactively growing local labour skills though an apprenticeship scheme, and youth
programmes.

Spaces and Places – Amanda Davies

- Graphics and photos of completion of specific projects.
- On target for capital expenditure and confidence in figures.
- Top 5 projects, some of these have been completed
- Elizabeth Street streetscape on target for completion in April 2024.
- Marine Parade Coastal Path opened in December 2023 with finishing touches to be completed.
- Gordon Spratt (Alice Johnson) Community Sports Pavilion construction tender awarded and earthworks as part of sports field playing surface upgrades were well underway at Gordon Spratt Reserve, Morland Fox and Pemberton Reserve and new cricket nets at Waipuna Reserve.
- Pāpāmoa shared pathway completion early 2024.
- Kopurererua steam northern alignment and path network the contractor will complete these works in 2024.

- Omanawa Falls Te Rere o Omanawa was opened with a blessing on site on 1 December 2023 and the walking track was open to the public for use over summer. Stage 2 of the project ranger office/visitor centre would commence in mid-2024.
- Two design build construction centres have been awarded for both the Gate Pa and Merivale Community Centres.
- Top three risks were inflation and cost escalations, cross council project dependencies and working with organisations such as Kiwirail.
- Highlights were openings were Te Rere o Omanawa and Marine parade. Opening of new Tauriko Depot for City Ops team.
- Highlights from other improvements through photos included the Lakes reserve, sports field improvements, Tuatarawa Park and Mauao placemaking installations.
- Active reserves development program, feedback and appreciation for improvement to discuss circles which was a good illustration of work in our community and the value it adds.

Discussion points raised

- Acknowledgement of the momentum that the Spaces and Places team have created and which
 were highly visible and fulfilling a clear committee need. The investment in community facilities
 was paying dividends when those facilities were provided.
- Previous rounds of LTP hearings had shown community organisations needing more investment and money but this year there was little clear evidence of this, which was a tangible recognition the Council was making progress with providing community facilities.
- Congratulations to the staff for developing those relationships with the community which was important in delivering what was fit for purpose.
- Delighted to see the two community centres underway, one had been on the books for decades.

Waters - Wally Potts

- Renewals going well except for a couple of major capital projects which were behind time. The Bioreactor was holding up some works on the Te Maunga site.
- Te Maunga desludging was well advanced and consent to complete by the end of March 2024. The pond was close to empty which was a good news story.
- Te Maunga 2nd Bioreactor some of the piling was out of alignment largely due to the state of the land which was difficult for land improvements. Realignment of these was being worked through with the contractor however this was a year later than anticipated.
- Te Maunga 3rd clarifier was progressing ahead of programme.
- Eastern corridor wastewater projects, the Opal Drive Rising Main was complete with a boardwalk out of that behind Fashion Island and awarded the Opal Drive pump station.
- Western Corridor stage 1 and wastewater stage 1A TCC's portions were complete and the remaining works were to be delivered by Waka Kotahi NZTA.
- Risks and Opportunities uncertainties in future works programme due to the repeal of the Three Waters legislation and the future implementation of "Local Water Done Well". Staff were providing flexibility within programmes and continuing planning for the city and putting robust plans in place to ensure implementation would not stop.
- Managing delivery panels set up panels for consultants and contractors which has been well received.
- Focusing on staff retention and growing competency internally.
- Highlights included the Te Maunga clarifier 3 piling progress, Opal Drive to Te Maunga Rising Main and Evans Road culvert, preliminary work for dams in Pyes Pa, Tautau Rising Main and Palm Beach Boulevard upgrade of culvert which was undertaken with transport work.

Discussion points raised

- Appreciate the uncertainty around waters and it was disconcerting to staff.
- Acknowledge it was critical to keep going with the planning to deal with increased population.
- Recognised the new government has to work out what they would do, and in the meantime staff needed to maintain the standards.

• Congratulations to the staff on their continued work in an uncertain environment.

At 10.55 am, Mr Bruce Robertson left the meeting

Transport – Kelvin Hill and Jason Spencer

- Budget across the four main areas was tracking below where should be with a number of reasons with focus on budget for end of the year which was forecast to around 77%.
- Top 5 projects Cameron Road Stage 2 was in design with a funding gap in the next six months. Working closely with GHD on the design to understand the P95 position.
- Tauriko West working on funding issues, slight spend delay with the contract due to be awarded shortly.
- Pāpāmoa East Interchange award for that contract expected in next 2-3 weeks.
- 15th Avenue to Western Bay –100% IFF funding approval has enabled construction to start in July 2025. While there was a \$10M bridge resilience fund the cost was expected at \$16M.
- Connecting Mount Maunganui –SH2-Hewletts Road sub-area.
- Other high profile projects and programmes were outlined including Maunganui Road (Tui-Hull), Cameron Road Stage 1 and Taurikura Drive and Public Transport Hub.

In response to questions

• Cameron Road Stage 2 - it was important to understand where the services were located as this was the biggest risk to scope increase.

At 11.06 am, Mr Bruce Robertson returned to the meeting.

- Top 3 risks related to cost escalation, market capacity and project funding.
- The NZTA Government Policy Statement on Land Transport (GPS) was expected in March 2024. This would set out funding priorities for the next three years. In the meantime staff were drafting a paper on the impact for each roading project including ranking priorities, with or without NZTA funding.
- Highlights showed the improvements to Cameron Road Stage 1 with positive feedback being received. Other highlights included the Pāpāmoa East Interchange Stage 1 and Stage 2, Carmichael Road pedestrian crossing, Bureta Vale roundabout and Parton/Tara Road Safety Improvement.

Discussion points raised

- It was time to understand the size of the transport challenge and the "gap" in transport funding for Tauranga, given the clear decisions being made by the government on prioritisation on infrastructure and transport funding.
- Potentially there could be a \$6.5bn gap facing Tauranga over the next 10 years, with fuel exercise tax decreasing at the same time.
- It was important that Tauranga presented an evidence based case to the government and the community on the costs and benefits of providing transport for a growing city.
- Serious congestion was going to be faced in the next 10 years and the community would end
 up paying through lack of productivity and unaffordable housing.
- It was suggested that the size of the challenge was not adequately recognised by either the government, local government and the community, in contrast to Auckland City where this had been articulated and understood.
- The report requested by the Council would outline the needs of the city from a transport viewpoint within which the Council could prioritise. While there may not be funding available for mode shift changes from the government, those changes would still need to be made.
- A longer term view for the city needed to be clearly articulated, beyond the LTP timeframe.
- Community education without jargon was a most effective way of communicating transport and water priorities and increasing community engagement e.g. spatial mapping, transport dashboard.

COMMITTEE RESOLUTION SFR1/24/8

Moved: Commissioner Bill Wasley

Seconded: Commissioner Stephen Selwood

That the Strategy, Finance and Risk Committee:

(a) Receives the Capital Programme 2023/24 6 month update.

CARRIED

Attachments

1 Presentation - Capital Programme - Item 9.6 - Strategy Finance and Risk Committee - 19 February 2024

9.7 LGOIMA and Privacy Report Q2 for 2023/2024 year

Staff Christine Jones, General Manager: Strategy, Growth & Governance

Kath Norris, Team Leader: Democracy Services

Key points

- It had been a busy quarter with a 35% increase from the previous quarter, attributed to the lead up to elections, requests for CCTV footage, council expenditure, carparks and land sustainability and slope hazards.
- No general trends apart from individual requests.
- Three complaints were made to the Ombudsman and investigations were often completed sometime after the event. One was subsequently withdrawn and two remain open.

In response to questions

- Comparisons with the number of requests from other councils was not available although quarterly reports on complaints received by the Ombudsman were available.
- The number of LGOIMA requests could be reduced through proactively releasing information and making it available on our website, and alerting people to the fact that the information was available and where they can find it.
- Proactive release of public excluded information and reports was actively considered and LGOIMAs that were of public interest were published.
- Decisions to charge for LGOIMA requests were considered against a high public interest test.

COMMITTEE RESOLUTION SFR1/24/9

Moved: Commissioner Bill Wasley Seconded: Mr Bruce Robertson

That the Strategy, Finance and Risk Committee:

(a) Receives the report "LGOIMA and Privacy Report Q2 for 2023/2024 year".

CARRIED

10 DISCUSSION OF LATE ITEMS

None

11 PUBLIC EXCLUDED SESSION

Resolution to exclude the public



COMMITTEE RESOLUTION SFR1/24/10

Moved: Commissioner Bill Wasley Seconded: Commissioner Stephen Selwood

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
11.1 - Public Excluded minutes of the Strategy, Finance and Risk Committee meeting held on 4 December 2023	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(d) - The withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege s7(2)(h) - The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - The withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	s48(1)(a) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.2 - Litigation Report	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege	s48(1)(a) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for

	s7(2)(i) - The withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	withholding would exist under section 6 or section 7
11.3 - Corporate Risk Register - Quarterly Update	s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - The withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.4 - Internal Audit & Assurance - Quarterly Update	s6(b) - The making available of the information would be likely to endanger the safety of any person s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(d) - The withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	s48(1)(a) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

12 CLOSING KARAKIA

Commissioner Shadrach Rolleston closed the meeting with a karakia

The meeting closed at 1.01pm.

The minutes of this meeting were confirmed as a true and correct record at the Strategy, Finance and Risk Committee meeting held on 25 March 2024.

Commission Chair Anne Tolley
CHAIRPERSON

8 DECLARATION OF CONFLICTS OF INTEREST

9 BUSINESS

9.1 Mainstreets' Monitoring Report for the period 1 July to 31 December 2023

File Number: A15467944

Author: Kendyl Sullivan, City Partnerships Specialist

Authoriser: Gareth Wallis, General Manager: City Development & Partnerships

PURPOSE OF THE REPORT

1. For Mainstreet organisations to report to Council on their activities for the period 1 July to 31 December 2023, to highlight issues, provide a financial update, and to outline plans for upcoming activities.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Mainstreets' Monitoring Report for the period 1 July to 31 December 2023".
- (b) Receives the Greerton Village Community Association Report to 31 December 2023.
- (c) Receives the Mainstreet Tauranga Report to 31 December 2023.
- (d) Receives the Mount Business Association Report to 31 December 2023.
- (e) Receives the Papamoa Unlimited Report to 31 December 2023.

EXECUTIVE SUMMARY

- 2. Mainstreet organisations receive a targeted rate through Council.
- 3. As part of Council's agreement with the four Mainstreet organisations, they are required to report every six months on activities achieved, activities planned, and any issues they want to bring to the attention of Council. They are expected to provide a financial update for each reporting period and audited financials after the end of the financial year.
- 4. This report reflects the period 1 July 2023 to 31 December 2023.
- 5. A summary of performance, both financial and non-financial, is provided in the main body of the report (below) for Greerton Village Community Association, Mainstreet Tauranga, Mount Business Association, and Papamoa Unlimited.
- 6. Mainstreets have confirmed their new funding agreement with all transitioning to the new agreement by 1 July 2024.
- 7. A draft expansion process has been circulated to Mainstreets for feedback. The draft process is based on policies of other Councils around New Zealand and supports best practice. We are proposing to bring an expansion expert down from Auckland to run a session with Mainstreets considering undertaking an expansion. Feedback to date includes concerns around polling and equity of rating where the existing boundary is adjacent to other commercial premises that are receiving incidental benefit of proximity. Once feedback is addressed the process can be utilised, anticipating it will be a living document to review as and when necessary.
- 8. The City Partnerships Specialist is supporting Mainstreets with the transition to their new agreements, including changed deadlines and new reporting requirements.
- 9. The annual survey of Mainstreet areas is due to be undertaken in April/May 2024, with key themes and relevant feedback to be shared with Mainstreets and Council following.

BACKGROUND

- 10. There are agreements in place between Council and the four Mainstreet organisations for the delivery of services. The intent of the agreements is to the effect that:
 - (a) The Mainstreet organisations will contribute to the achievement of a strong and vibrant city and town centres, by promoting the appeal of their respective areas to residents and visitors through events, promotions, and other means.
 - (b) That Council will provide funding for these Mainstreet services by way of a targeted rate on commercial property within each of the Mainstreet business areas.
 - (c) The Mainstreet organisations are incorporated societies and all business operators within their respective targeted rates areas are regarded by the Mainstreet organisations as being their members.

DISCUSSION

- 11. All mainstreet organisations held their Annual General Meeting (AGM) during this reporting period and audited financial accounts for the year ending 30 June 2023 were received from Mainstreet Tauranga, Greerton Village Community Association, and Mount Business Association.
- 12. Papamoa Unlimited presented draft financial statements at their AGM, which were approved. It was queried whether a Special General Meeting would be required to present the Audited Accounts with the expectation that the organisation will comply with their requirements under the Incorporated Societies Act, and their constitution.
- 13. Due to the delayed receipt of the Papamoa Unlimited audited accounts, payment of the targeted rate was withheld until these were supplied to Council. These were received on 8 February 2024.
- 14. Concerns have also been raised by Council about Papamoa Unlimited's ability to comply with deadlines relating to proposed events. This is putting the proposed events in a precarious position and is an organisational risk to both Papamoa Unlimited and council, in terms of the safe and approved delivery of proposed events. Discussion has been held with the Chair of Papamoa Unlimited, and Papamoa Unlimited's contractor has been emailed to clarify the importance of compliance with required deadlines.
- 15. Audited accounts and AGM minutes are available to view on the Council website.
- 16. All Mainstreet financial statements provided indicate reserve funds remaining.
- 17. Financial statements provided by Greerton Village Community Association show a net loss of \$3,185 over this period, which is taken from reserve funds.
- 18. Financial statements provided by Mainstreet Tauranga show a net profit of \$87,858 over this period, however they expect an increased spend over the next six months aligned with their annual plan.
- 19. The profit and loss statement from Mount Business Association show a net loss of \$18,290 over this period, which is expected due to spending of reserve funds. The allocated spend of reserve funding is clearly referenced in the profit and loss statement.
- 20. Financial statements from Papamoa Unlimited show a net loss of \$14,815, which is taken from reserve funds. With \$3,160 equity remaining, along with their next targeted rate instalment of \$30,000, additional funding or sponsorship will be required to meet their proposed 2023/24 annual plan.

Greerton Village Community Association

- 21. The Greerton Village Community Association Monitoring Report and draft Financial Statements to 31 December 2023 are provided at Attachment 1.
- 22. The agreement for delivery of Mainstreet services has been in place since 14 November 2023. Funding of \$148,476 from targeted rates is provided by Council under the agreement for the year ending 30 June 2024.

- 23. Greerton Village Mainstreet employs a manager who is responsible to the organisation's board for the day-to-day delivery of the Mainstreet programme in Greerton, including a range of events and promotions designed to attract people to the Greerton business area. During this reporting period, a part-time office assistant was also employed with a primary focus of engaging with the Business Association members, progressing work on a strategic plan for the organisation, and developing a process for ensuring member details are kept up-to-date.
- 24. Greerton Village set three KPI's for this financial year, which are referenced in the attached report:
 - (a) gain traction and audiences through social media;
 - (b) continue to learn and grow with governance training; and
 - (c) change events to suit the change in our community.
- 25. Highlights over this period include the Cherry Blossom Festival, Lighting the Christmas Tree, re-branding the Greerton Village Community Association to the Greerton Business Association (GBA), and confirming and signing the new Mainstreet agreement.
- 26. Issues include plans for Cameron Road Stage 2, homeless and transient people, ensuring membership database accuracy, engagement with businesses, and considering a Mainstreet expansion to include Maleme Street.
- 27. Greerton is looking forward to their name change and dynamics of the Cherry Blossom Festival, celebrating Matariki, working closely with members, developing a strategic plan, undertaking a Halloween trail, and hanging more fairy lights in town for Christmas.

Mainstreet Tauranga

- 28. The Mainstreet Tauranga Report and Financial Statements to 31 December 2023 are provided at Attachment 2.
- 29. The current agreement for the delivery of Mainstreet services has been in place since 1 July 2009. Funding of \$375,488 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2024.
- 30. The new Mainstreet agreement was signed on 24 November 2023, coming into effect 1 July 2024.
- 31. Mainstreet Tauranga employs a manager who is responsible to the organisation's board for the day-to-day delivery of the Mainstreet programme.
- 32. Mainstreet Tauranga has set four KPIs for this past financial year, which are referenced in the attached report:
 - (a) An engaged membership increased membership and satisfaction with Mainstreet Tauranga.
 - (b) A safe and inviting city centre increased confidence in the city centre.
 - (c) A considered community submit on areas of concern and provide feedback on behalf of our members.
 - (d) A city centre for everyone effectively promote and support our members using efficient marketing tools, events, and promotions.
- 33. Highlights over this period include appointing a Mainstreet Manager, increased transparency and communications, promotions and marketing, city centre activations, and advocacy.
- 34. Challenges raised in the report include security and safety, access to the city centre and parking, business support, vacant spaces, and community perception.
- 35. Mainstreet Tauranga is looking forward to implementing a 3–5 year strategy.

Mount Business Association

36. The Mount Business Association Monitoring Report and Profit and Loss Statement is provided at attachment 3.

- 37. The agreement for the delivery of Mainstreet services has been in place since 12 December 2023. Funding of \$188,550 from targeted rates is provided by Council under the agreement for the year ending 30 June 2024.
- 38. Over this reporting period, Mount Business Association contracted a Marketing Manager for 25 hours per week, responsible for implementing the strategy of the Board. An Operations Manager working 4-6 hours per week provides a support and oversight role, and a Digital Marketing Manager deals with social media.
- 39. This is the last reporting period for the incumbent Destination Marketing Manager who is leaving the association on parental leave. The new Destination Marketing Manager has been appointed and will present the monitoring report to the Strategy, Finance and Risk Committee.
- 40. Mount Business Association set two KPI's for this financial year, which are referenced in the attached report:
 - (a) Membership sign-ups: 80% of businesses in their targeted boundary complete their MBA membership form by 31 December 2023.
 - (b) Member engagement: Increase level of member engagement to 30% by the end of the year.
- 41. Highlights over this period include the Winter Warmer Promotion, school holiday ice rink activation, AGM, Christmas Movie in the Park, and advocacy work.
- 42. Areas of concern include pedestrian safety and an option for additional parking. Open action items include street safety, laneway safety, speed of cars through pedestrian crossings and roundabouts, and delay of new streetlights.
- 43. Mount Business Association is looking forward to the new Destination Manager role handover, being a key stakeholder in development of the City Wayfinding Strategy (they would like to try and improve the wayfinding at the Mount, particularly for cruise ship passengers), sponsoring Jazz at the Mount, part of Tauranga Jazz Festival, winter promotions, and new streetlights being installed so they can use street flags for placemaking activities.

Papamoa Unlimited

- 44. The Papamoa Unlimited Monitoring Report and Financial Statements to 31 December 2023 are provided in Attachment 4.
- 45. The current agreement for the delivery of Mainstreet services has been in place since 1 July 2014. Funding of \$60,000 from targeted rates is provided by TCC under the agreement for the year ending 30 June 2024.
- 46. The new Mainstreet agreement was signed on 30 November 2023, coming into effect 1 July 2024.
- 47. Papamoa Unlimited is managed by a volunteer chair, who engages a contractor to assist with the running of events. Papamoa Unlimited is a committee of business owners and retailers whose purpose is to promote Papamoa as a destination for locals and tourists.
- 48. Papamoa has set four KPIs for this past financial year, which are referenced in the attached report:
 - (a) To deliver three to four events annually to promote Papamoa as a destination for locals and tourists alike.
 - (b) To build on turnout from previous events.
 - (c) To further promote Papamoa Unlimited to ensure transparency of information for all eligible members and the Papamoa community.
 - (d) Extending the boundary to build member engagement, giving more businesses the opportunity to join the association.

- 49. Highlights over this period include the Santa Parade and holding and completing their AGM.
- 50. There were no issues raised in the report, however it should be noted that the ability to meet their boundary expansion KPI is contingent on the timeframes in the draft expansion process.
- 51. Papamoa Unlimited is looking forward to being an Award Finalist Event Excellence, Western Bay of Plenty Community Awards for Matariki Light Up the Waterways Event, Pedal & Pump Easter, Matariki, Light Up the Waterway 2024, and the Santa Parade.

STRATEGIC / STATUTORY CONTEXT

- 52. Mainstreet organisations are considered key strategic stakeholders in Council's Plans. They provide a valuable link between businesses and Council, and are involved in several projects including Tauranga City Council's City Centre Action and Investment Plan, which outlines an overarching plan for the city centre and the programmes of work required to bring it to life.
- 53. Other plans in which the Mainstreets are key stakeholders include the Mount Spatial Plan, Plan Change 33, Cameron Road Upgrades in Greerton, and numerous action and investment strategies, and policies.
- 54. In terms of Council's community outcomes that are outlined in <u>Our Direction Tauranga</u> <u>2050</u>, well-run Mainstreet programmes make a worthwhile contribution to city centre vibrancy and to "a well-planned city with a variety of successful and thriving compact centres, resilient infrastructure, and community amenities."
- 55. Well-run Mainstreet programmes also have a key role in making a significant contribution "to the social, economic, cultural and environmental well-being of the region."

FINANCIAL CONSIDERATIONS

- 56. Mainstreet organisations receive a targeted rate through Council, as detailed above, totalling \$772,514 per annum across the four organisations.
- 57. It is difficult to measure the outcomes achieved by the Mainstreet programmes in economic terms. However, informal measures, such as pedestrian counters, Eftpos data, and estimated numbers of people at events, can be useful to ascertain the effectiveness of Mainstreet events and promotions.
- 58. Multi-modal camera reports and Eftpos spend data are supplied monthly to the Mainstreets, with further data to be supplied if or when available.
- 59. Car parking building data is also supplied to Mainstreet Tauranga monthly.

LEGAL IMPLICATIONS / RISKS

- 60. Each of the Mainstreet organisations has met their funding agreement requirements by providing Council with their half yearly reports for 1 July 2023 to 31 December 2023, and audited financials for the financial year 2022/23. Due to the transition to the new agreements, compliance was based upon the older agreements, with an expected alignment with the new agreements from the next reporting period, or 1 July 2024.
- 61. Mainstreets are asked to consider their organisational risks and how those risks may impact on their relationship with Council, with any risks being raised with the City Partnerships Specialist and/or included in Council's Risk Register.

CONSULTATION / ENGAGEMENT

62. It is not required or expected to consult on Mainstreet organisation half yearly reports under the Local Government Act 2002.

SIGNIFICANCE

- 63. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's <u>Significance and Engagement Policy</u>. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
- 64. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
 - (a) the current and future social, economic, environmental, or cultural well-being of the district or region;
 - (b) any persons who are likely to be particularly affected by, or interested in, the matter; and
 - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
- 65. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of low significance as the receipt of the half yearly reports and activities of the Mainstreet organisations would have an impact on a subgroup of people within the city, and it is likely those documents will be of moderate public interest.

ENGAGEMENT

66. Taking into consideration the above assessment, that the matter is of low significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

NEXT STEPS

- 67. Feedback will be provided to the Mainstreet organisations at the Strategy, Finance and Risk Committee on 25 March 2024, where representatives from the four Mainstreets will briefly speak to their reports.
- 68. Council staff will continue to support Mainstreets with their new agreements and compliance related to these.
- 69. The City Partnerships Specialist will arrange for an expansion expert to present to Mainstreets at an upcoming Mainstreet collab meeting, to support those looking to undertake this process.

ATTACHMENTS

- 1. Greerton Village Community Association Mainstreet Monitoring Report July December 2023 A15590306 1
- 2. Mainstreet Tauranga Mainstreet Monitoring Report July December 2023 A15632301
- 3. Mount Business Association Mainstreet Monitoring Report July December 2023 A15589908 I
- 4. Papamoa Unlimited Mainstreet Monitoring Report July December 2023 A15590296



Monitoring Report

Reporting Period: 30 June 2023 – 1 January 2024

Vision: No changes to this section

Core Purpose / Focus areas of Mainstreet Business Plan:

Membership overview:

KPI's

Focus Area: GAIN TRACTION AND AUDIENCES THROUGH SOCIAL MEDIA

Measures: Engage with our community and promote local business through interesting stories, promotions and giveaways. Add a personal touch by responding and acknowledging comments and messages positive and not so positive.

Focus Area: CONTINUE TO LEARN AND GROW WITH GOVERNANCE TRAINING

Measures: Continue with our facilitator to effectively administer our board in a productive manner and in line with our constitution.

Focus Area: CHANGE EVENTS TO SUIT THE CHANGE IN OUR COMMUNITY

Measures: As a community we want to invest in events that suit a variety of cultural landscapes and family values.

Summary of highlights:

- Cherry Blossom Festival
- Lighting the Christmas Tree
- Re branding the Greerton Village Community Association to the 'Greerton Business Association' (GBA)
- New Mainstreet agreement confirmed and signed

Key Activity and Achievements (previous 6 months):

Activity	Explanation	Results / Status / Outcome
Cherry Blossom Festival 16 September 2023	Annual event that celebrates Spring and supports the Greerton Village School gala day.	This was the biggest number of visitors in the history of the Cherry Blossom Festival. There were 13,391 foot traffic movements on this day.
Halloween Trail 31 October 2023	Count the pumpkins in the window and win chocolatey prizes.	Fun trail for local children to participate in.
Vintage Market in support of 150 years of Tauranga racing 4 November 2023	Market day Racing day	We were asked by Racing Tauranga to help them support this event.
Lighting up the trees in Greerton December 2024	All trees directly outside the library have been covered in fairy lights. Two trees at both roundabouts' have been covered in solar fairy lights. The large tree outside Greerton Village School has been covered in lights that are controlled by a remote and can change to different colours and modes.	We want to give back to our community and make it more vibrant and exciting.
Re Branding December 2024 on going	Re branding from The Greerton Village Community Association to Greerton Business Association.	To bring our organisation up to date and match the outcomes of our new Mainstreet Agreement as well as our new constitution. We want to work more for our businesses as they are the key contributors to our Association whilst recognising the support of our community through promotions and events. This outcome includes organising a strategic plan that is part of our new Mainstreet Agreement and being more business focused.



Monitoring Report

Reporting Period: 30 June 2023 – 1 January 2024

		Although we are an Incorporated Society we want to operate like a business.
Christmas Around the Tree December 2024	A huge community event in the village square outside the library.	This was the biggest Christmas event ever. We had the full support of Greerton Village School and Greenpark School. Many of the food outlets were very busy that afternoon. The Estimated number was approximately 1000 people. The feedback was very positive.
New Mainstreet Agreement June to October 2023	We signed and confirmed our new Mainstreet Agreement.	This has been an ongoing project that is finally completed.
Working with TCC Transport Dept towards Cameron Stage 2 plan through Greerton Village	GVCA have been involved in retailer feedback and discussion and the passing on of this information to TCC Transport	Revised plans are on hold until 2024.

Activity Area: Marketing			
Activity	Purpose	Results / Status / Outcome	
Winter online giveaways	Build up our online presence	We have built a loyal following since this promotion went online in late June.	

Sun Media Partnership Monthly all year plus additional advertising for specific promotions	We have continued to build this relationship. However, in December with our rebrand we stepped back to save some funds for more digital online projects.	Receive regular positive feedback from the public around our advertising.
Website started and on going	We are working on updating our website as it has outgrown its current use and we would like a better more up to date programme to use.	Board members agree that our website needs to be more modern.
Social media	Greerton Village Facebook page continues to draw the public to our events & promotions and has increased page likes from 4.2 to 4.4k	Excellent response to Facebook boosted ad campaigns – We have gained 2000 new followers over the last 6 months.
Radio	No use of radio this year.	N/A
Posters and flyers Matamata i-site	There has been increased interest this year.	We receive calls from the i site, usually around sending buses over to view the Yarn Bombing and sometimes for the Cherry Blossom Festival. Low cost & worthwhile
Advertising space taken out Our Place magazine and online for Cherry Blossom Festival.	To promote the Cherry Blossom Festival, the Vintage Market and a 'shop Greerton' advert.	Hard to monitor the outcomes but this magazine is very popular and anecdotally our adverts do get noticed.

Activity Area: Member Communication			
Activity	Purpose	Results / Status / Outcome	
Mail chimp newsletters every Tuesday morning.	To advise of any activities, meetings, items of importance, promotions, and events.	Variable but certainly a worthwhile part of our communications to GBA businesses.	
BA5 Network Evenings	To give our Business owners the opportunity to learn more about who and what is on offer in Greerton.	The BA5's meetings will start once staff have moved into their new office.	
Greerton Business Association Facebook page	To communicate events to the public and keep our businesses up to date with what is going on as well as offering a platform for them to use to promote their own business and share posts and pages	Increased interest and likes. There has been a marked increase when our promotions are running.	



Monitoring Report

Reporting Period: 30 June 2023 – 1 January 2024

Key issues:

Issue	Explanation	Status
Greerton Village development work for Cameron Road Stage 2.	The continued work with TCC on Cameron Road Stage 2 working through this concept to its conclusion	On hold until 2024.
Ensuring membership database accuracy and Key Engagement with our Businesses	We will continue to be prominent in our community and update our business database as per our Mainstreet Agreement.	The GBA recognises the importance of this, and the assistant manager is tasked with ensuring our database is up to date, developing a system to maintain the database and engaging with our members.
Homeless and transient people	We continue to experience issues with this widespread social issue with people drinking outside the Greerton Hall becoming more prevalent in recent months. Because of this the GBA are moving to a new office in the Greerton Shopping Centre.	Backed by our local Police, we are encouraging all business owners to dial 111 in the event of abuse or aggravated approaches on their customers We are also in regular contact with Paul Mason.
Maleme Street	As we have changed our name to Greerton Business Association we feel we may have the opportunity to widen our targeted area.	It is not all industrial down Maleme Street there are daycares, beauty therapy, dog groomers and cafes.

Future activities (coming 6 months):

We are changing the name and the dynamics of the Cherry Blossom Festival; we want to be
in more inclusive of the whole of Greerton. Part of this change has been the ongoing issue of
the cherry trees not flowering in time for the actual event day, which is why we have
changed the name to 'Greerton Spring Fling Festival.' It is still focusing on Spring without the
pressure of the cherry trees flowering in time.

- It is our intention to celebrate Matariki this year with the nine stars of the constellation by having them each displayed somewhere in the area. These stars will be made locally and covered in fairy lights. We are discussing the possibility of a 'Kiwiana Mainstreet Display' to help bring shoppers in during the day.
- We will continue to work closely with business owners, believing that personal contact is
 much more important than Facebook stats and the importance of building their trust in
 dealing with issues and engaging their buy-in to our promotions. This has been shown I think
 by the large number of participating businesses in our recent promotions
- Halloween Trial count the pumpkins in the window assistance from one of our Board members who is keen to help with window displays.
- In December we will be covering the whole village in Christmas lights, there will be no
 Christmas tree. The Board has made this decision as the current Christmas tree is showing
 major signs of wear and tear and we do need a new one. There have also been ongoing
 issues with the tree including decorations going missing and vagrants sleeping in the tree
 even though it is heavily fenced off.
- The current GBA assistant is working on the GBA strategic plan.

Financials:

Audited Financials and Audit report for year end 30 June 2023 have been supplied with AGM documentation, and we also provide the financial report from 1 July to 31 December 2023.

Other Matters:

We would like to thank the Tauranga City Council's Urban Forest team for their ongoing support with assisting our contractors with covering our village trees in lights last year. They were supportive of our ideas and actioned plans efficiently and on time.

Thank you, Tauranga City Council, for supporting the Greerton Business Association.

It has been an eventful six months with a range of events and promotions carried out during this timeframe.

Profit and Loss

Greerton Village Community Association For the 6 months ended 31 December 2023

	JUL-DEC 2023
Frading Income	
Levy Income	74,238.00
Total Trading Income	74,238.00
Gross Profit	74,238.00
Other Income	
Interest Received	965.15
Total Other Income	965.15
Operating Expenses	
Accountancy Fees	724.00
Advertising	2,809.90
AGM Expenses	1,081.15
Audit Fees	2,437.42
Bank Charges	35.00
Computer Expenses	759.76
Depreciation	1,006.73
Donations Paid	3,000.00
Entertainment	405.07
General Expenses	600.00
General Promotional Expenses	7,281.55
Insurance	840.00
Legal Expenses	730.00
Office Expense	753.2
Printing, Stamps & Stationery	252.80
Rent	1,708.98
Spring Promotional Expenses	6,382.00
Staff Expenses	353.82
Storage	1,095.66
Strategic Plan	3,813.74
Summer Promotional Expenses	4,840.67
Telephone, Tolls & Internet	220.15
Travel Local	54.1
Wages & Salaries	31,735.94
Website Expenses	270.00
Winter Promotional Expenses	5,134.49
XERO Subscription	62.00
Total Operating Expenses	78,388.19
Net Profit	(3,185.04)

Profit and Loss | Greerton Village Community Association | 21 Feb 2024

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Balance Sheet

Greerton Village Community Association As at 31 December 2023

	31 DEC 2023
Assets	
Bank	
Bank Cheque Account	67,772.6
Debit Card Account	5.3.
Total Bank	67,778.0
Current Assets	
Petty Cash	150.00
Total Current Assets	150.00
Fixed Assets	
Less Accumulated Depreciation on Office Equipment	(656.52
Less Accumulated Depreciation on Plant & Equipment	(7,741.60
Less Accumulated Depreciation on Website	(2,103.75
Office Equipment	1,213.9.
Plant & Equipment	28,498.5
Website (Fixed Asset)	3,120.00
Total Fixed Assets	22,330.5
Total Assets	90,258.55
Liabilities	
Current Liabilities	
Accounts Payable	(619.85
GST	2,025.30
Sundry Creditors	2,708.25
Unearned Income	2,000.00
Wages Payable - Payroll	792.50
Total Current Liabilities	6,906.33
Non-current Liabilities	
Hire Purchase 1 Opening Balance	173.00
Hire Purchase 1 Payments	(173.00
Loan - Apple Computer	(3,245.56
Term Loan 1 Advances	3,245.50
Total Non-current Liabilities	.,
Total Liabilities	6,906.32
Net Assets	83,352.23
Equity	
Accumulated Funds	86,537.2
Current Year Earnings	(3,185.04
Total Equity	83,352.23
Balance Sheet Greerton Village Community Association 21 Feb 2024	Page 1 of



MAINSTREET MONITORING REPORT

MAINSTREET TAURANGA INC. (DOWNTOWN TAURANGA) Reporting Period: 1 July 2023 – 31 December 2023

Chair Comments

As 2023 drew to a close, Mainstreet Tauranga entered into a new era, with a fresh outlook and markedly refined focus for the mission that is ahead of us. This report outlines the results and achievements that have occurred since this new era began. By way of a short summary, we have passionately applied ourselves to re-building our organisational structure, re-establishing open lines of communication and re-connecting with members.

Mainstreet is made up of diligent City Centre volunteers, so moving from an agency model to an employee model was an immense undertaking. This transition has required a large degree of adjustment and effort from our board. The rapid transformation of the City Centre has also meant an increased tempo of meetings and interactions with Tauranga City Council (TCC) staff. To increase the effectiveness of these meetings, and to ensure we could meet our stated desire to directly assist with the transformation of the City Centre, we set out to appoint a skilled and highly motivated manager. This lead to the appointment of Genevieve Whitson, who is already making great progress in reinvigorating members and stakeholders. We are now in the process of hiring our second employee who will assist Genevieve with administrative & event management, and ensure we continue to deliver with a high level of excellence and precision.

The reporting period has presented its fair share of challenges. The changing scope of works, activities and personnel involved in the City Centre transformation has made it complicated to plan ahead and we have often found ourselves operating reactively as various decisions are enacted. This evolving landscape also creates opportunities, which we have pursued with focus and intent. These changes have also revealed gaps that existed in communications with our stakeholders, which we have set about to close so that trust is maintained and stronger relationships are built. The potency of these communications has led to more accurate and timely feedback to TCC from Mainstreet's members. For example, the desire to be included in conversations from the onset so Mainstreet can assist in collating responses from businesses, and to ensure decisions are being made that factor in the impact on all stakeholders. These communication channels are proving effective and will continue to provide avenues for our members to seek and pass on information about all City Centre activities being undertaken.

Mainstreet has made a significant amount of progress in the last six months, and especially so given that we have been understaffed and subsequently had to undertake a major organisational restructure. Key achievements are as follows:

- Perseverance: Adjustments to our management structure was a time-intensive process, which
 meant an increase in the amount of tasks being handled by the volunteers on the Mainstreet
 board. We are grateful to the Board for their tenacity and participation during this time
- Improved Advocacy: The 2023 AGM resulted in the largest amount of attendees we have seen
 in years, indicating a resurgence in interested and active members. Extremely positive
 feedback was received about the vision we cast, and the pragmatic mission we outlined to
 those present.



- Enhanced Communications: We have markedly increased the volume of direct and indirect communications with our members. We are working on a new website that will be due to launch before the end of June 2024.
- Effective Events: Santa's Grotto & City centre Christmas decorations was a huge success and a great starting point to work on for this year's Christmas activations.

It has been both rewarding and challenging as we have begun the process of rebuilding a sense of community, connection and atmosphere alongside our collaborative partners. There is still a lot of work to do, but a tangible sense of hope and positivity has been clearly evident as we cohesively work with businesses, organisations and the 'people' who are the very heart of the Tauranga City Centre.

Thank you for the opportunity to provide this 6-month update.

Ash Gee - Chair - Mainstreet Tauranga



Membership

Mainstreet Tauranga is a membership organisation spanning the area bounded by the Tauranga Harbour to the east, Cameron Road to the west, 1st Avenue to the south, Harrington Street, and part of McLean Street to the north. We interface with and represent the property owners, business owners and operators (along with the staff) that live, work and conduct business within these geographic boundaries. Mainstreet Tauranga is proactively inclusive in our day-to-day operations, and seeks to involve as many of our members as possible as we strategise and make decisions.

Vision

Tauranga City Centre: The best City Centre in New Zealand

We envision the Tauranga City Centre to be vibrant, diverse, and thriving, and definitively known as the region's commercial, cultural, and civic hub. A City Centre that boasts remarkable attractions, amenities, and offerings that enrich, inspire, and meet the needs of the people who live, work, learn, eat, shop and play there.

This Vision is encapsulated in both our long-term (3-5 year) strategy, and our short-term strategy (Annual plan) which will be presented at the 2024 AGM.

Our Mission

Externally: Mainstreet Tauranga initiates, facilitates and supports events, activities, activations, and other offerings that have been purposefully chosen to ensure our City Centre is viewed as a highly desirable place to live, work, learn, eat, shop and play. We actively promote the City Centre as a destination to the greater community and region. We proactively communicate positive news stories about the City Centre, including the vibrant, engaging and progressive activities that are occurring, and the transformational change that is already underway.

Internally: We support and nurture our members, advocate on their behalf and champion their ability to do better and more profitable business in our City Centre.

KPIs

Our KPIs for the current financial year are:

- An engaged membership Increased membership and satisfaction with Mainstreet Tauranga
- A safe and inviting city centre Increased confidence in the city centre
- A considered community Submit on areas of concerne and provide feedback on behalf
 of our members
- A city centre for everyone Effectively promote and support our members using efficient marketing tools, events, and promotions

This report illustrates how we are working towards these KPIs.



Reporting Timeframe

The following report includes details on Mainstreet Tauranga's long-term strategy and short-term initiatives, components of which will be aggregated into the Annual plan that will be presented at the 2024 AGM.

KEY HIGHLIGHTS & ACHIEVEMENTS

A large amount of activity has been undertaken and accomplishments achieved in a relatively short time frame for this reporting period. The following key highlights and projects have been delivered, alongside a growing list of events, tasks and activities that are in progress or being activated:

1. Key Appointment - Genevieve Whitson

Genevieve started her role as Mainstreet Manager in late September 2023 and has already made a noticeable difference to the capacity and capability of the Mainstreet team. Genevieve brings a strategic skillset, and a high level of organizational proficiency which will be (and has already been) of great benefit to the organization and our members.

2. Increased transparency & Communications

Our overarching goal has been to proactively support the people and businesses of the Tauranga City Centre. A requisite part of this is to ensure there is increased (and increasing) transparency and communications between us and our members. This has proved very important to build trust, a sense of community and to enhance the efficiency and safety of all of our stakeholders.

The following activities have been pursued to improve communications:

- *E-newsletters distributed weekly* We have sent weekly emails to 4,329 recipients between September & December 2023 on key activities, events and areas of interest to our members. We have achieved an open rate of 53%, which is a 20% increase on previous reporting periods. This demonstrates a tangible increase in the amount of engagement among our members.
- Community relationship building The Mainstreet Manager & Chair have done countless
 business 'meet and greets' to connect with the businesses Downtown. This has involved
 listening to their concerns and advocating on their behalf on a range of matters, from
 parking to improving general business outcomes. We have also held numerous
 stakeholder meetings to support a unified vision for the City Centre, and collectively
 explored a range of ways to align all stakeholder interests going forward.
- WhatsApp group Downtown Tauranga created a 'WhatsApp' group for businesses to share safety concerns, raise awareness of any disruptions and provide a platform for immediate response. Around 12% of businesses have already signed up for this service and the group continues to grow. This group promotes a sense of collegiality, and a platform to share knowledge, details of community activities, and also wins / positive news stories.
- Social media presence Regular posts have been reintroduced to promote and support
 City Centre businesses, activations and offerings as well as the chance for businesses
 to interact online. Our following on Instagram and Facebook continue to grow. Our



Facebook page currently has 13,500 likes and we have 3,177 followers on Instagram. Longer term plans to improve our reach and impact using Social Media is included in the report that follows.

3. Promotions & Marketing

Social media company contracted - Recognising the need for a strategic and clear marketing and promotions strategy for the City Centre, the social media company, Design Juice have been employed to manage and promote City Centre businesses, events and activities. This will include a number of key activations in line with events for 2024 to further increase engagement and foot traffic to the City Centre. Design Juice will provide professional, engaging and effective marketing through our various social media channels, and have a clear brief (and written KPI's) to guide their engagement with us and our stakeholders.

4. City Centre Activations

Christmas in the city — With the support of TCC, Downtown Tauranga implemented a successful City Centre Christmas activation for the month of December. This included strategically-placed decorations around town and a Santa's grotto on Grey Street. In just ten days, Santa's grotto had 1,200 people through the doors, which in-turn, drove additional patronage into the businesses in the surrounding area. This event was accompanied by a series of positive media stories, including a stand out feature with SunLive making the front page of the paper.

15 December, 2023, Sunlive - Linked here

Proactive and engaging marketing assisted to get the highest numbers of people into the grotto in the week prior to Christmas (social media, e-news, newspaper & word of mouth). This activity was in direct alignment with our annual plan goal to 'Tell': To generate *more positive new stories* that showcase the good work and progress that is taking place in the City Centre.

2023 Annual General Meeting (AGM) – We had one of the highest turn-outs to a Mainstreet Tauranga Inc. AGM in recent history. Around 50 people were in attendance including local businesses, stakeholders, TCC representatives & Commissioner Stephen Selwood. This is a marked increase from previous years and reflects the increased interest in the City Centre, and the purposeful engagement of our stakeholders by the Downteam team. We presented our annual draft plan for 2024-25 with the message of SUPPORT - GROW - TELL. This was very well received, and allowed for honest and open discussions about the future of the City Centre, which took place within a tangibly evident atmosphere of positivity and hope.

5. Advocacy

Downtown Tauranga has established a solid foundation of trust and collaboration and is now very well placed to advocate for City Centre businesses and ensure their best interests are considered. Genevieve as Mainstreet Manager, is the designated point of contact. Advocacy work completed during the reporting period included the highly successful Wharf Street carpark petition which was signed by 3,209 residents and business owners in Tauranga and featured in the BOP Times. There have been ongoing discussions around the City Centre developments to ensure that impact is minimal where possible and businesses are fully informed. As discussed with various business the ongoing position of advocacy has been heightened in importance due to the changing nature of the



City Centre and the increase attention to infrastructure spending. This highlights the need to increase our advocacy work so the specific needs of the City Centre businesses are met.

IN PROGRESS PROJECTS

Promotions, marketing & stakeholder engagement

The strategy pitched at the AGM to SUPPORT- GROW -TELL is directly aligned with the following activities:

- New website Downtown Tauranga is in the final phases of building a new website. The
 new site will support & promote all Downtown Tauranga businesses, provide information
 to the community about events and activations, and encourage more foot traffic into the
 City Centre.
- CRM Our database of contacts continues to expand within the City Centre, so we can
 continue to support & liaise with our members. The recruitment of a part-time
 Administration & Event Co-ordinator in late February will improve this even further, and
 allow us to focus more time and energy on seeking out opportunities for a wider range of
 stakeholders and also add more depth to membership support.
- Media strategy Downtown Tauranga is finalizing a media strategy that intentionally
 highlights positive news stories that focus on city activations and the local community
 to support the perception that positive change is occurring right now. The details of this
 strategy will be shared in the coming months, along with intended goals, milestones and
 key deliverables.
- Collaborative stakeholder relationships Over the last six months we have focused on reconnecting and developing relationships with stakeholders to ensure there is a collective approach to support the City Centre and will continue to do so going forward. This has included meetings with TCC, Priority One, Tauranga Business Chamber, Tourism BOP & the Tauranga Regional Council.

SPECIFIC AREAS OF INTEREST: Analysing City Centre foot traffic

Downtown Tauranga gains insights into foot traffic for the City Centre via Bellweather data. The data from these reports is from Devonport road, and while it only reflects one section of the City Centre, it provides valuable insights about trends & patterns for current activities and future projections. Please note that the TCC data received for foot traffic has not been referenced as there were noticeable gaps and variables making it difficult to draw conclusions from the provided dataset.

Of note: Total foot traffic for Devonport road was 579,952 in 2022, which increased by 10.7% to 642,170, in 2023

This illustrates an extra 62,000 people passed through Devonport road into the City Centre across 2023. While this reflects an upward trend **these numbers may be overly optimistic** when taking into account the return to the office for many corporate companies, as well as construction & contractors that have also been prevalent across the year. Current projections for 2024 suggest 700,000 people will visit Devonport road, which represents a 9% increase YoY.

Note: This increase does not account for the potential extra foot traffic (and revenue) generated by the opening of the Elizabeth Street Towers. Any variation in foot traffic must be paired with sales



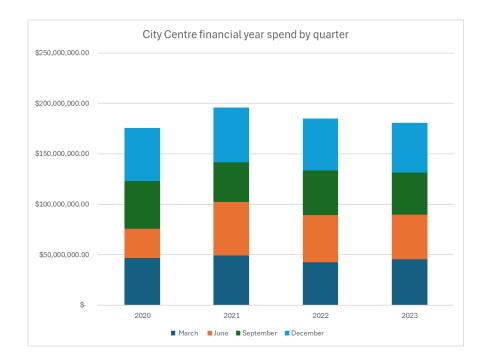
data so that a complete picture of converted activity can be discovered i.e., when the movement of people turns into profitable/value-deriving outcomes.

SALES DATA

The general consensus from City Centre business operators is that increased foot traffic hasn't always translated into additional value for their businesses. Downtown Tauranga and by extension, all other stakeholders are/should be more focused on actual revenue derived from the movement of people, which can be discerned by analysing how many (and the value of) sales transactions occurring across the City Centre. To that end, we have completed a preliminary assessment of assessment:

Note: The statistics provided to us by Tauranga City Council does not exactly match the Mainstreet (rateable) area. This report includes an overview of the total City Centre which is larger than our management area. We are currently investigating options to gain more accurate data that will be included in future reports.

- As at 31 December 2023, total sales value of \$180,831,908 was transacted in 2023 across the City Centre. Between July and December, \$90,979,229 was transacted, for an even 50/50 split across the full year.
- At the end of 2023, the Accommodation, Hospitality and Groceries & Liquor sectors all returned their highest transacting year since data started to be tracked in 2020.
- Comparing July to December 2023 to the same months in 2022, Accommodation, Fuel & Automotive and Groceries and Liquor showed increases as well.





This graphs indicates a relatively flat year – when comparing 2022 and 2023 – which could be due to a variety of reasons including the changing state of the economy, the effects of inflation, a subdued post-COVID recovery that has affected various sectors, and/or the diminished perception of a disrupted City Centre as a destination for spending/activities. The trajectory of this graph must be kept in mind across 2024/2025 so that investments, infrastructure changes, and other supporting activities are assessed according to their measurable (and positive) impact on the spend that is occurring across the City Centre.

Accommodation: Due to available data, we are unable to compare pre-COVID spending for a full year, however sales of \$1,379,272 in December 2023 looked to be up on 2019 levels which were \$1,088,254. There was a 40% increase in accommodation sales for July to Dec 23 compared to the same period in 2022 which reflects a positive trend for this sector.

Hospitality spending showed an overall increase of 4.88% in 2023, however the statistics indicated a 4.12% decrease between July to December. According to the Restaurant Association Q3 report, there has been a significant downturn in customers nationally. On average, 40% of diners have reduced the frequency they are dining out to 1-2 times per month due to the cost of living crisis. The changing nature of spending across the country, and the shifting sentiment of consumers must be kept in mind as investment and targeted activities are conducted in the City Centre; to either differentiate Tauranga from other destinations or attract new business and spending (which will therefore 'buck the trend').



This graph of hospitality spending displays the general downtrend evidenced in all-but-one month when comparing 2022 and 2023.



Conclusion

The variations present in this spend data highlights the importance of providing balance in both analysis and reporting. For example: When taken in isolation, foot traffic statistics have the potential to distort the overall picture of activity that is occurring in the City Centre. When adding insights from spend data, it's clear to see that while there have been some gains, there have also been challenges for certain businesses in specific sectors.

Mainstreet will continue to analyse information from a variety of sources so that a complete picture is gained about what (positive or negative) impact occurs as the City Centre evolves. Particular attention will be given to the (anonymised, aggregated) financial statistics we will be collating directly from our members over the coming months; collated analytics will be passed onto TCC and other stakeholders in due course.

CHALLENGES AND ACTIONS

Security & Safety – Downtown Tauranga recognises that safety in the City Centre is an ongoing challenge.

- Since the introduction of Paul Mason, TCC's City Safety and Engagement Advisor who has been an active and daily presence in the City Centre, there has been a reduction in 'incident' reports.
- The Downtown team meets with Paul on a regular basis and greatly values his input and involvement. Fostering this positive relationship builds trust and integrity among the City Centre community.
- We acknowledge there is more work to do in this space, and we will continue to implement
 projects informed by community engagement and education to support a safe environment
 for all future business activities. This includes instigating a series of 'Safety workshops' with
 support from stakeholders as well as ongoing discussions with local community groups and
 the local constabulary.

Access to City Centre & parking - More access routes and a variety of affordable & reliable transports options are required to get into the City Centre as well as place places to park. Key initiatives that are being investigated include:

- Re-instigating a Ferry service between the Mount and Tauranga
- Working with council to support safer bike routes & timely buses
- Continually reviewing parking access & opportunities within the City Centre.

Business Support - Downtown Tauranga has identified the need for greater support to ensure the City Centre remains a profitable and thriving place to conduct business. A range of activities and initiatives are being undertaken to increase support for our members, including:

- Improved direct engagement which has led to improved and focused advocacy
- Increasing safety and transparency through various support and partnerships programs
- Providing networking & engagement opportunities, and specific workshops that focus on improving financial proficiency & increasing marketing effectiveness.



Business Support will continue to occur as we work with our key stakeholders, and will be supported by a new part time Administrator & Events Co-ordinator.

Vacant spaces - There are currently a number of vacant spaces in the City Centre, reflecting the long term ramifications of COVID and ongoing disruption for some businesses, among other factors. However, with the shift for many workers back into the office verses remote working rental agencies are reporting an increased demand for City Centre office environments. Downtown Tauranga is looking at a number of 'short term' & 'long term' activations to support filling these spaces:

- Ongoing discussions with landlords, real estate agents, TCC and other parties as well as considering the type of services appropriate to fill the spaces.
 Of note: Vacant spaces directly relate to a key area of concern, namely the 'perception' that the public holds about the City Centre. It is vital as part of this process to consider the types of shops that the City Centre needs, and the strategic blend of businesses that are required to support long term growth, promote regional health, and increase value for our members.
- Utilising a strong marketing and promotions strategy to support interest in the City Centre and these spaces.
- Potential for short term pop ups or alternative uses of vacant spaces beyond business services, promoted through Social Media and direct marketing channels

Perception – This is as a key issue that we are proactively addressing. As detailed, the above challenges inform and affect this issue and while complicated, also represent an opportunity to reframe public thinking in a new and impactful way. Downtown Tauranga is looking at a range of projects and initiatives to support a 'perception change', including:

- Utilising a strong marketing and promotions strategy that supports 'positive' news stories
- Greater advocacy with City Centre businesses
- Greater engagement and more consistent meetings with key stakeholders

LOOKING AHEAD

Implementation of the 3-5 year strategy – Armed with a renewed short-term plan, a more clearly defined business model and the ambitious goal of being 'The best City Centre in the whole of NZ', the key objective over the next six months is to finalise and begin the implementation of the 3-5 year Plan. This Plan is specifically aimed towards projects and outcomes that support revenue growth, City Centre expansion and activations, while nurturing a sense of love for the local and regional community. This plan will be implemented during the next five pivotal years where the city population of Tauranga is expected to exceed 200,000 (by 2028).

We have identified a number of key characteristics that illustrate the City Centre's true potential, that also cater for and solve the challenges mentioned previously. These key areas will be addressed at our 2024 AGM and presented in our draft annual plan for 2024-25.



Financials

Profit & Loss (refer to table below)

Items to note:

- Staff & Board Due to the unique nature of the Mainstreet Manager role, it took longer than anticipated to recruit as well as a Part time support person (at time of report: interviewing has begun for a part time Administration & Events Co-ordinator)
- 2. Promotion and subsidies We have used available funds efficiently over the reporting period by following a volunteer-augmented plan. As mentioned, significant time has been required to set up a number of administrative systems so the Mainstreet Manager can operate efficiently over the coming year, which also contributed to the decreased spend. Mainstreet Tauranga Inc. expects an increased spend across the next six months with an uptake in the number of projects, activations and key events taking place, including school holidays and the Jazz festival.



Profit and Loss

Mainstreet Tauranga Incorporated For the 6 months ended 31 December 2023

	YTD	BUDGET YTD	BUDGET FULL YR
Income			
Council Levies	187,744	187,746	375,492
Sundry Income	20,000	-	
Interest Received	2,088		-
TCC Mentor Programme Funding	-	4,998	9,996
Priority One - Website support	-	4,998	9,996
Total Income	209,832	197,742	395,484
Operating Expenses			
Staff & Board			
ACC Levies	-	252	504
Car parking	142	1,500	3,000
Computer expenses		1,248	2,496
Computer & I.T.	2,501		
Rent	389	10,002	20,004
Staff Costs	10,800	11,500	15,500
Wages	32,764	71,352	142,704
Telephone & Tolls	491	600	1,200
Phone Reimbursement (Admin)		120	240
Payroll Processing Fees	26	300	600
Board Training		1,248	2,496
New board member induction programme		1,000	1,000
IT Support		1,002	2,004
Training Courses & Conference (staff)		1,248	2,496
Total Staff & Board	47,113	101,372	194,244
Operational Costs			
Promotions and Management Contract	2,800		
Total Operational Costs	2,800	-	
Events & Activations			
Art Festival	-	5,000	5,000
Christmas in the City	19,637	20,000	20,000
Flavours of Plenty	-		5,000
Jazz Festival	5,000		5,000
School Holiday Promotions		5,000	10,000
STEMFest	5,000	5,000	5,000
Total Events & Activations	29,637	35,000	50,000
Promotion & Subsidies			
Advertising	-	6,000	15,000
Website Hosting Expenses	340	306	612
Electronic Mail Distribution		1,020	2,040

Profit and Loss (TB 2024) | Mainstreet Tauranga Incorporated | 19 Feb 2024

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	YTD	BUDGET YTD	BUDGET FULL YR
Rebrand	2,000	2,000	2,000
City Safety Programme		5,000	20,000
Cloud Storage	•	1,002	2,004
Membership Pack		498	996
Bi-Monthly Newsletter		4,000	10,000
Member Engagement		2,000	5,000
TCC Mentor Programme to member		4,998	9,996
Eat, Shop, Play guide			10,000
Website Maintenance	6,283	10,000	10,000
Mainstreet Members Database		1,248	2,496
Member Subsidies		6,000	12,000
Social Media Marketing		2,000	5,000
Strategic Plan Programme		2,000	5,000
Total Promotion & Subsidies	8,623	48,072	112,144
dministration Costs			
Accountancy Fees	4,060	3,000	3,000
Annual General Meeting	2,028	2,000	2,000
Annual Report		900	1,800
Audit Fees	6,002	6,000	6,000
Bank Fees & Charges	31	24	48
Consultancy Fees	2,681	1,098	2,196
Depreciation	6		
Entertainment - Staff	22		
General Expenses	333	774	1,548
Insurance	2,576	1,752	3,504
Interest - Other	38		
Legal Fees	3,100	3,250	6,500
Photocopying	55		
Printing & Stationery	151		
Basestation rent	4,768		
Storage Fees	6,209	3,324	6,648
Subscriptions & Licences	1,326	846	1,692
Xero Fees	416	342	684
Total Administration Costs	33,801	23,310	35,620
otal Operating Expenses	121,974	207,754	392,008



Balance sheet

Balance Sheet

Mainstreet Tauranga Incorporated As at 31 December 2023

	31 DEC 2023	30 JUN 2023
Assets		
Bank	205,942	153,856
Fixed Assets	60	66
Total Assets	206,002	153,922
Liabilities		
Current Liabilities		
Accounts Payable	2,283	9,304
GST	1,925	10,677
Rounding	(6)	
Total Liabilities	4,203	19,981
Net Assets	201,799	133,941
Equity		
Current Year Earnings	67,858	(1,136)
Retained Earnings	133,941	135,077
Total Equity	201,799	133,941

Accounts Receivable - All current

Accounts Payable - All current.

Balance Sheet (TB) | Mainstreet Tauranga Incorporated | 24 Jan 2024

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Mainstreet Monitoring Report

Mount Business Association

Reporting Period

July to December 2023

Vision

The place to be.

Purpose

To support our business community to thrive.

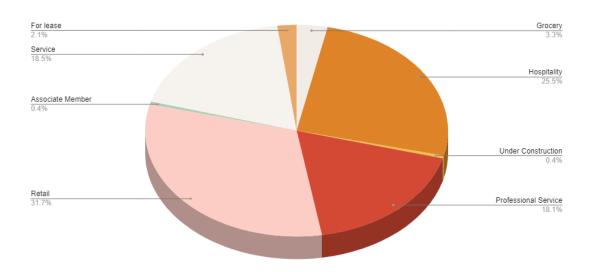
Membership Overview

Our membership is a mix of retail, hospitality, services and professional service businesses along Maunganui Road from Pacific Avenue to Tawa Street. We also include landlords in our membership, but they are not represented in the below graph.

We currently have 237 businesses operating within our boundaries.

We have had a slight increase to member numbers as we realised a stretch of shops underneath a residential building had been not included in our targeted rate. This has now been fixed and they will be included as of July 2024 in the new rating year.

Mount Mainstreet Member Breakdown



KPI's

Our KPI's for 2023-24 are focusing on our Member Community, with more members engaged the more we can achieve together.

1. Member Community: Membership Sign Ups: 80% of businesses in our targeted boundary complete their MBA membership form by 31st Dec 2023

In progress: We are currently at 30% after a big push alongside our August spend and win promotion. Due to AGM, then the busy summer season we have pushed the due date out to 30th June. This is a project that Michael, our new manager is going to focus on as a way to meet our members.

2. Member Community: Member Engagement: increase our level of member engagement to 30% by the end of the year. * *Measures as per strategic plan.

On target: We are currently sitting at 28% member engagement based on our measures. With a greater push in getting our membership form sign ups, we will reach our goal of 30% by 30th June 2024.

Highlights

- Winter Warmer Promotion
- Ice rink School holiday activation
- AGM
- Christmas Movie in the Park
- Advocacy work

In Review:

Key Events & Promotions

Activity	Purpose / Details	Result / Status / Outcome
Ice Rink School holiday	Held during the Sept	We were pleased with the
activation	school holidays across 5	numbers, even though they
	days.	have dropped from previous
		years, considering the
	We had a total of 573	weather.
	people through the rink.	
	Bad weather did impact	We have done this activation
	our numbers.	for three years. We will not
		be doing this next year as we
	Social media and radio	will try something new.
	was used to promote the	
	activity.	
Christmas Movie in the	We sponsored this event	Fantastic turnout and a great
Park	with The Hits radio station.	free family friendly event.
	It's the event's second	
	year running.	Lots of attendees had
		purchased food from the
		Mainstreet and were

Christmas Colouring Competition & scavenger hunt	Held on Dec 2nd in Coronation Park, we had approx. 1000 people in attendance. A fun activity families could do during December.	enjoying themselves in the park. A great Christmas tradition. This is the first time we have done a colouring comp or scavenger hunt.
	Entries went into the draw to win one of four summer prize packs.	We had 160 entries, the families that took part really enjoyed it. We will look at doing something similar next year.
Winter Warmer Promotion for August	Month long spend & win promotion down the street during August. Spend over \$50 and go in the draw to win a weekly \$200 voucher + the grand prize of a Mount staycation with vouchers to the value of \$1200 We had 2130 entries across the five weeks. 862 unique new emails to add to our EDM database. Entries from 70 businesses on the Mainstreet.	While it didn't achieve our goal of increasing customers (foot traffic) to the street, it was really well received by members who loved being able to offer it to their customers during a quiet time. We'll do a rework of it next year to really try and increase people down the street during winter.
Customer EDM	We launched our customer EDM in July to our email database of 2140.	We have sent 5 EDM's since July with an average open rate of 48.12% In Dec we sent our EDM to 2889 emails.

Key Initiatives

Activity	Purpose / Details	Result / Status / Outcome
Held AGM	We held our AGM on 11th	We had a fantastic turnout
	October. We had 24 full	with an engaged audience.
	members and 35 total	As this was the last week of
	attendees.	election campaigns we held
		a Q&A with Mr Uffindell and
	We had our 24/25 annual	Ms Tinetti and what they
	plan and draft budget	could do to support our
	approved.	members with.

Recruitment for	Claudia is leaving MBA so	We split to role and have two
Destination Manager role	the recruitment process	people starting mid Feb.
	started in Nov.	We're very excited to see
		where they can take our
		Association.
WhatsApp Group Chat for	Ongoing communication	Membership in the group
Members on Street Safety	with members.	has increased to 129.
& Security.		

Advocacy

Activity	Purpose	Result / Status / Outcome
Plan Change 33	MBA's voice on Plan Change 33 and the impacts for our town centre.	We provided a formal submission and also spoke to our submission at the hearings.
Street Use Policy	MBA's voice on street use policy, particularly for new user fees for hospo	We provided a formal submission and also spoke to our submission.
Mount Maunganui Parking Management Plan	MBA's voice on parking management for the Mount Mainstreet.	We conducted a survey of our members regarding parking in Mount Maunganui, particularly paid parking & time limits. We had 111 members submit, which was one of our highest to date. These results were provided to Reece. We held a productive meeting with Reece & members for a Q&A session. We have suggested angled parking along Maunganui from Rata St to Salisbury Avenue to increase parking capacity.
Long Term Plan	We provided our feedback on the below topics: Industrial Rate Smart Trip Variable Road Charges New User Fees - particular Street use policy. Mount Maunganui Events Safety & Security Placemaking Parking	LTP Submission made and we will be speaking to our submission mid February 2024.

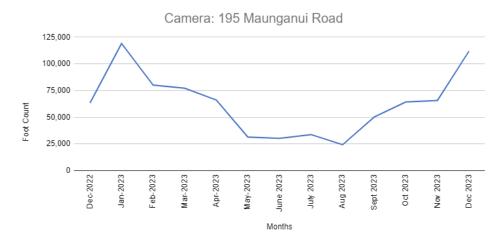
New toilets proposed for Porotakataka	MBA's voice on new toilets proposed for Porotakataka	We invited neighbouring businesses to attend a session to learn about the options. We attended and provided our feedback to the design team. We are looking forward to this project starting to make the area safer and more user friendly for customers and
Mount to Arataki Spatial Plan	MBA's voice for our long- term direction for Mount Mainstreet as part of the Mount to Arataki Spatial Plan.	visitors. MBA has been a key stakeholder with this plan. A member session was held in September for feedback to TCC.

Member Community

Activity	Purpose	Result / Status / Outcome
Member EDM newsletter	Keep members up to date with news and events	Five member newsletters were sent with an average open rate of 61%.
Member events	Networking, upskilling or information sharing opportunities for members.	Five events have been held: Mount to Arataki Spatial Plan - member session AGM Cafe session: Reusable packing session to discuss reusable options to reduce single use cups. Parking Q&A with Reece - member session End of year Christmas celebrations

Key Foot Count Data

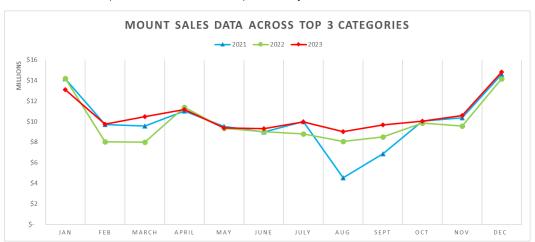
Looking at the overall trend using the Awa Design camera, as it has been consistently providing data since installation in Dec 22. We are seeing a massive peak in numbers in Dec 2023 vs the same period in 2022. This will be very reassuring for members. Now having a year's worth of data, we can really see the peaks and troughs of our extremely seasonal town centre, and a baseline to work from for coming years.



Spend Data

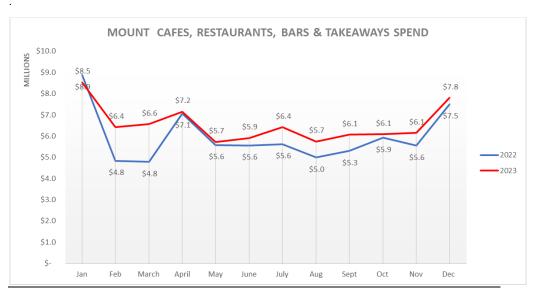
When looking at the significant drop in foot traffic from May - August, this doesn't directly correlate to a large drop off in sales, particularly from our locals who's spending holds steady across the year with peaks in December.

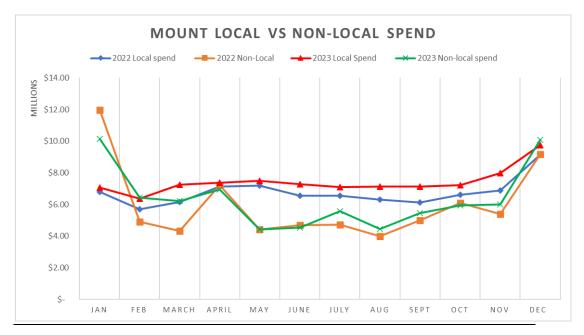
Mount hospitality spend had a 10% increase from the previous year, however we did start to see price increases in 2023 particularly with the rise in food and staff costs.



Note Top 3 categories: Hospitality, Apparel & personal & Department Store & Leisure.







Note: this is across all categories of spending for the Mount Maunganui area.

Financials

Halfway through the year we are tracking well. We recorded a loss of \$18k but this is expected as we are spending some of our built-up funds, as budgeted.

Profit and Loss

The Mount Business Association Incorporated T/A Mount Mainstreet For the 6 months ended 31 December 2023

	JUL-DEC 2023
Trading Income	
Events/Funding	1,647.83
Interest Income	495.02
Other Revenue	865.22
Targeted Rate	94,275.00
Urban Market stallholder fees	7,561.47
Total Trading Income	104,844.54
Cost of Sales	
Events - Cinema	3,500.00
Events - Jazz Festival	10,000.00
Events - Member Events	4,788.49
Events - micro-activations	3,528.33
Events - school holiday activations	13,842.57
Events - Urban Market Musicians	2,725.22
Events - Urban market site manager	4,260.00
Events - Urban Market Site Rental	2,212.18
Total Cost of Sales	44,856.79
Gross Profit	59,987.75
Operating Expenses Accounting	1,270.00
Advertising - Social Media	779.04
Advertising/Marketing Targeted campaign	4,616.98
Advertising: Winter Campaign	3,424.27
Audit Fees	5,502.00
Bank Fees	143.00
Built up Funds: Christmas Decorations	9,324.84
Built up Funds: Christmas Festival	811.17
Built up Funds: Policy Review (H&S, HR)	875.00
Built up funds: Website	2,170.00
Consulting	1,596.00
Contractor - Destination Marketing Manager	29,120.00
Contractor - governance/operations	1,369.57
Contractor: Social Media	5,000.00
Health and Safety	5,312.43
Office Expenses	1,291.84
Printing & Stationery	140.04
Rent	1,130.44
Software & Subscriptions	2,566.48
Storage Containers	1,663.09
Telephone & Internet	172.0
Total Operating Expenses	78,278.2
let Profit	(18,290.48

Areas of Concern / Support requested

Issue	Explanation	Status
Pedestrian safety	We have noticed with the return of cruise ships, plus the addition of the Four Square, there are a lot of passengers/visitors trying to cross Maunganui Road from Coronation Park.	Request the transport safety team to do a review if a pedestrian crossing in this area is feasible.
Additional car park	We have identified an area of car parking which we believe could be changed from parallel parks to angled parking to increase the number of parks on our Mainstreet.	We have discussed this option with Reece Wilkinson and he has passed in onto the relevant teams to review. We would like to see this change supported and implemented if it is viable.

Open Action Items

Issue	Explanation	Status
Safety on Laneways	We still see this as an area where improvements can be made to ensure the safety of all users.	Open
Cars travelling too fast through ped crossings / round-a-bouts.	We would like to see speed tables on ped crossings to help slow traffic down, particularly coming into round-a-bouts	Open
Street safety	This is an ongoing area of concern and work for us.	Continue to support our members where and how we can.
New streetlights	Delay with the installation of poles.	We have been advised that this project will start April 2024 post cruise ship season. We are very keen to start using the street flags for activations and placemaking.

Looking Ahead

- Recruiting for our new Destination Manager role (Claudia's replacement) and handing over mid-Feb ready for Claudia's departure 1st March.
- Key stakeholder in City Wayfinding Strategy
 - We would like to try and improve the wayfinding at the Mount, particular with Cruise Ship passengers.
- Sponsored event Jazz at the Mount, part of Tauranga Jazz Festival Easter Monday
- Winter promotions
- New streetlights being installed so we can use street flags for placemaking activities

Mainstreet Monitoring Report – Papamoa Unlimited

Reporting Period: 1 July 2023 – 31 December 2023

This section will only need to be updated when there are changes to report on

Vision:

Core Purpose / Focus areas of Mainstreet Business Plan:

Membership overview:

Summary of highlights:

Selecting 3 – 6 activities to highlight, also include anything else that should be highlighted to Council

Key Activity and Achievements (previous 6 months):

Additional tables can be added if needed

Activity Area: for example: events		
Activity	Explanation	Results / Status / Outcome
Pedal and Pump - Halloween	Deliver a community-based activity as a way for Papamoa Retailers to give back to the community.	Cancelled due to wet weather
Santa Parade	Deliver a community-based activity as a way for Papamoa Retailers to give back to the community.	Successfully held with approx. 30,000 people in attendance.
AGM	Annual requirement	Successfully held and completed and audited financials delivered.
Targeted business rate	Increase of 10% sought at AGM with further increases to be sought in following budget years.	10% increase approved at AGM.

Key issues:

Are there any particular current issues that need to be highlighted to Council? What is happening to resolve these issues, if the issues relate to Council activity what is the next step? On a rolling basis close issues that were raised in previous reports.

Issue	Explanation	Status

Objective ID: A6750689

Mainstreet Monitoring Report – Papamoa Unlimited

Reporting Period: 1 July 2023 – 31 December 2023

Future activities (coming 6 months):

Identify, adapt, and deliver -4 iconic events to the Papamoa community in 2024 and build on the success of the events we have held in the past i.e., Matariki & Santa Parade.

Award Finalists – Event Excellence, Western Bay of Plenty Community Awards for Matariki Light Up the Waterways Event

Pedal & Pump Easter – Sunday 31st March 2024

Matariki, Light Up the Waterway – Friday 28th June & Saturday 29th June 2024

Santa Parade - Sunday 8th December 2024

Activity	Explanation	Status
Expansion to Targeted	Resolution at AGM to	Awaiting policy from council to
business rate area	investigate the expansion of	proceed with this investigation.
	the Papamoa Unlimited	
	targeted business rate area.	
Creation of Website	Website to host membership	Beginning stages of website
	database and event activity for	creation
	the community	
Strategic Planning	Requirement with funding	Investigating provider & cost
	from council provided	details to align with budget
Cameras	Awaiting installation of	To be installed with next
	cameras provided by council	tranche of installations

Financials:

Six Monthly Financial Statements provided to Kendyl Sullivan

KPI's:

	Status
To deliver three to 4 events annually to promote Papamoa as a destination for locals and tourists alike.	Achieved
To build on turnout from previous events	Achieved
To further promote Papamoa Unlimited to ensure transparency of information for all eligible members and the Papamoa community	Work in progress – website in progress
Extending the boundary to build member engagement, giving more businesses the opportunity to join the association.	Work in progress – awaiting policy from TCC

Objective ID: A6750689



Financial Statements

Papamoa Unlimited Incorporated For the 6 months ended 31 December 2023

Prepared by Bennetts Proactive Accountants Limited

bennetts



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- 4 Directory
- 5 Statement of Profit or Loss
- 6 Statement of Changes in Equity
- 7 Balance Sheet
- 8 Notes to the Financial Statements

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Compilation Report

Papamoa Unlimited Incorporated For the 6 months ended 31 December 2023

Compilation Report to the Directors of Papamoa Unlimited Incorporated

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Papamoa Unlimited Incorporated for the year ended 31 December 2023.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilties

The Committee is solely responsible for the information contained in the financial statements and have determined that the Special Purpose Reporting Framework used is appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with Papamoa Unlimited Incorporated other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on these financial statements.

Bennetts Proactive Accountants Limited

8 Queen Street

Te Puke

Dated: 23 January 2024

Financial Statements Papamoa Unlimited Incorporated

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Directory

Papamoa Unlimited Incorporated For the 6 months ended 31 December 2023

Nature of Business

Non-Profit Community Group

Address

7 Gravatt Road Papamoa Beach Papamoa

Incorporated Society Registration Number

2613906

Members

Chairperson: L Sutton Deputy Chairperson: N Butler

Chartered Accountant

Bennetts Proactive Accountants Limited 8 Queen Street Te Puke

Auditor

Absolute Auditing Limited Tauranga

Bankers

ANZ Bank Papamoa

Financial Statements Papamoa Unlimited Incorporated



Statement of Profit or Loss

Papamoa Unlimited Incorporated For the 6 months ended 31 December 2023

	DEC 2023	FY 30 JUN 202
Income		
Business Income		
Sundry Income	15,000	
Targeted Rate Levy Income	30,000	50,000
Total Business Income	45,000	50,000
Total Income	45,000	50,000
Expenses		,
Operating Expenses		
Advertising	350	5,000
Event Costs	54,595	
Total Operating Expenses	54,945	58,777 63,777
Administration Expenses		
Accountancy Fees	3,740	3,570
Audit Fees	3,140	the second second
Bank Charges	- 65	2,500
Computer Expenses	240	480
Total Administration Expenses	4,045	6,615
Standing Charges		
Insurance	888	830
Total Standing Charges	888	830
Total Expenses	59,878	71,222
Net Profit (Loss) Before Adjustments	(14,878)	(21,222)
Business Net Profit (Loss)	(14,878)	(21,222)
Other Income		
Interest		
ANZ	62	473
Total Interest	62	473
Total Other Income	62	473
let Profit (Loss) for the Year	(14,815)	(20,749)

 $These \ financial \ statements \ should \ be \ read \ in \ conjunction \ with \ the \ accompanying \ notes \ to \ the \ financial \ statements$

Financial Statements Papamoa Unlimited Incorporated

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bennetts | CHARTERED ACCOUNTANT



Statement of Changes in Equity

Papamoa Unlimited Incorporated For the 6 months ended 31 December 2023

	DEC 2023	FY 30 JUN 2023
Equity		
Opening Balance	17,983	38,758
Plus Revenues and Contributions		, , , , , ,
Profit (Loss) for the Period	(14,815)	(20.740)
Total Plus Revenues and Contributions	(14,815)	(20,749) (20,749)
Less Distributions		
Resident Withholding Tax	_	25
Total Less Distributions		25
Total Equity	3,168	17,983

 $These \ financial \ statements \ should \ be \ read \ in \ conjunction \ with \ the \ accompanying \ notes \ to \ the \ financial \ statements.$

Financial Statements Papamoa Unlimited Incorporated

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Balance Sheet

Papamoa Unlimited Incorporated As at 31 December 2023

	NOTES	31 DEC 2023	YE 30 JUN 2023
Assets			
Current Assets			
Cash and Bank			
ANZ (00)		2,825	28,959
Total Cash and Bank		2,825	28,959
GST Receivable		3,218	286
Total Current Assets		6,043	29,246
Total Assets		6,043	29,246
Liabilities			
Current Liabilities			
Accounts Payable		2,875	11,262
Total Current Liabilities		2,875	11,262
Total Liabilities		2,875	11,262
Net Assets		3,168	17,983
Equity			
As per Schedule		3,168	17,983
Total Equity		3,168	17,983
		-,	21,500

The Financial Statements have been approved by the Executive Committee

Chairperson

24/1/2024 Date

Deputy Chairperson

23-1-2024 Date

 $These \ financial \ statements \ should \ be \ read \ in \ conjunction \ with \ the \ accompanying \ notes \ to \ the \ financial \ statements.$

Financial Statements Papamoa Unlimited Incorporated

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Notes to the Financial Statements

Papamoa Unlimited Incorporated For the 6 months ended 31 December 2023

1. Reporting Entity

Papamoa Unlimited Incorporated is an Incorporated Society established by a certificate of incorporation dated 6th of October 2014. Papamoa Unlimited Incorporated is engaged in the business of Non-Profit Community Group.

2. Statement of Accounting Policies

Accounting policies are as detailed below:

Basis of Preparation

These financial statements have been prepared in accordance with the Special Purpose Framework for use by For-Profit Entities (SPFR for FPEs) published by Chartered Accountants Australia and New Zealand.

The financial statements have been prepared for the Executive Committee of Papamoa Unlimited Incorporated for funding purposes.

Historical Cost

These financial statements have been prepared on a historical cost basis, (except for certain assets which have been revalued as identified in specific accounting policies below). The financial statements are presented in New Zealand dollars (NZ\$) and all values are rounded to the nearest NZ\$, except when otherwise indicated.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Going Concern

These financial statements have been prepared on the basis that this society is a going concern.

Revenue Recognition

Revenue is measured at the fair value of the consideration received or receivable for the sale of goods and services, excluding goods and services tax rebates and discounts, to the extent it is probable that the economic benefits will flow to the entity and revenue can be reliably measured.

Interest income is recognised as it is received, gross of refundable tax credits received, unless interest recognised as it accrues would give a significantly different result, in which case interest will be accrued.

Government grants are recognised as revenue on receipt where no performance conditions have been specified on receipt of the grant. Government grants requiring specified future conditions to be met are recognised as a liability on receipt. The grants are recognised as income over the period that the specified conditions are complete and the associated costs are recognised.

General Income Risk

The entity is exposed to annual grants approval risk in that the on-going requirements of Papamoa Unlimited Incorporated are dependent upon grant approvals from the Tauranga District Council. This financial report has been prepared on a going concern basis, the validity of which depends on the renewal and continuation of the contract with the Tauranga District Council.

Income Tax

Papamoa Unlimited Incorporated is exempt from Income Tax as per the letter from Inland Revenue dated 19 October 2018.

Financial Statements Papamoa Unlimited Incorporated

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hennetts CHARTERED ACCOUNTANTS

Notes to the Financial Statements



Goods and Services Tax

All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

3. Contingent Liabilities

 $The \ entity \ does \ not \ have \ any \ known \ contingent \ liabilities \ at \ balance \ date \ that \ have \ not \ been \ disclosed \ (Last \ Year: \$nil)$

4. Subsequent Events

There have been no significant events occurring after balance date (Last year: \$nil)

5. Name Change

Promote Papamoa Incorporated has changed their name to Papamoa Unlimited Incorporated on the 2nd of June 2021.

Financial Statements Papamoa Unlimited Incorporated

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9.2 Local Alcohol Policy

File Number: A15489862

Author: Jane Barnett, Policy Analyst

Nigel McGlone, Manager: Environmental Regulation

Authoriser: Sarah Omundsen, General Manager: Regulatory and Compliance

PURPOSE OF THE REPORT

1. To consider the development of the revised draft Local Alcohol Policy and decide on the final Local Alcohol Policy.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Local Alcohol Policy ".

(b) Approves the following options:

No.	Issues	Options
One	Starting sales time for off- licensed premises	To be determined at meeting
Two	Final sales time for off-licensed premises	To be determined at meeting
Three	Locations for new bottle stores	To be determined at meeting
Four	New on-licensed premises in industrial areas	To be determined at meeting
Five	Final sales time for on-licensed premises in the city centre	Option B: Change the closing time to 2am.
		Recommended
Six	One way door policy	To be determined at meeting
Seven	Discretionary conditions for off- licensed premises	Option B: Include amended discretionary conditions for off-licensed premises.
		Recommended

- (c) Approves the final Local Alcohol Policy incorporating the options approved in (b) above and gives public notice in accordance with the regulations made under the Sale and Supply of Alcohol Act 2012.
- (d) Approves the Local Alcohol Policy approved in resolution (c) above coming into force on 8 July 2024.
- (e) Delegates to the General Manager Regulatory and Compliance to make any necessary minor drafting or presentation amendments to the Local Alcohol Policy, prior to public notification.

EXECUTIVE SUMMARY

- 2. On 4 December 2023, the Committee decided to discontinue the Local Alcohol Policy (LAP) approved on 30 October 2023. The Committee also requested a report early in 2024 to enable the Committee to recommence the development of the LAP in accordance with Section 83 of the Sale and Supply of Alcohol Act 2012 (the Act).
- 3. This report recommences the development of the LAP by presenting the issues and feedback from submissions for the Committee's reconsideration.
- 4. Submitters have differing views on most issues. The only issue with a clear majority is the issue of locations for new bottle stores, with 64 per cent of submitters supporting restricting locations compared to 24 per cent disagreeing.
- 5. In considering the options, the Committee has several matters to consider. The primary consideration is the objective of the Act minimising harm from the excessive and inappropriate consumption of alcohol and whether it would allow for the safe and responsible sale, supply and consumption of alcohol.
- 6. Decisions made by the Committee can be incorporated into a new LAP that can be adopted and bought into force in accordance with the Act.

BACKGROUND

- 7. The Committee approved the first draft LAP for consultation on 1 November 2021. **Attachment One** summarises the key decisions that have occurred since then. A revised draft policy was approved for consultation on 1 August 2022.
- 8. Table One below shows the initial changes proposed in the first draft LAP and the revised draft that was consulted on between 16 August 2022 to 16 September 2022.

Table One: Proposed changes throughout the LAP review process

	Current LAP Adopted July 2015	First draft LAP as consulted on 17 Nov 2021 and 20 Dec 2021	Revised draft LAP as consulted on between 16 Aug 2022 and 16 Sept 2022
Starting sales time for off- licensed premises	7am	7am	10am
Location restrictions for off- licensed premises	None	None	No new bottle stores in areas with a deprivation index of 7 or more
Location restrictions for on- licensed premises	None	None	No new on-licensed premises in areas zoned industrial
Final alcohol sales time for on-licensed premises in the city centre	3am	2am	3am
One-way door provision for the city centre	2am start	1am start	None
Discretionary conditions for off-licensed premises	None	None	Range of discretionary conditions

- 9. 340 <u>submissions</u> were received. The submissions highlight differing views on the supply of alcohol and how best to address alcohol harm (see **Attachment Two**).
- 10. Due to the uncertainty around the transitional arrangements in the then-proposed changes in the Sale and Supply of Alcohol (Community Participation) Amendment Bill the Committee decided to delay decisions on the revised draft LAP.

- 11. Once the new legislation, the Sale and Supply of Alcohol (Community Participation) Amendment Act, came into force the Committee considered submissions and made decisions to incorporate it into a final LAP on 30 October 2023.
- 12. On 4 December 2023 the Committee decided to discontinue the approved LAP and reconsider the issues early in 2024. The Committee wanted more time to further understand the impacts of any changes to the current LAP.
- 13. The decision to discontinue the LAP's development in accordance with the Act applied to the entire policy, so all of the issues previously deliberated on by the Committee now need to be reconsidered.
- 14. The Committee have met with a number of individuals and organisations to further understand the implications of any LAP decisions and is now asked to recommence development of a final LAP.
- 15. No further consultation is required before the Committee makes these decisions because, in accordance with the Act, consultation has been completed less than six years before this reconsideration on these issues.
- 16. However, if the Committee wanted to make decisions outside the scope of the original consultation, then further consultation on these new issues (and the entire policy) would be required.

STRATEGIC / STATUTORY CONTEXT

- 17. A LAP is one tool to use to help people feel safer in their communities, a key goal of Council's Tauranga Mataraunui Inclusive City Strategy and community outcome. This in turn contributes to the community and inclusivity pillar of the vision for Tauranga, *Together we can ... lift each other up*, as outlined in Council's Our Direction framework.
- 18. In accordance with the Act, Council has, in preparing the draft LAP consulted with the Police, licensing inspectors and Medical Officers of Health (section 78(4) of the Act) and had regard to the matters set out in section 78(2) of the Act (see Background research report).
- 19. Under the Act if, after consultation, the resulting LAP amends the maximum trading hours or one way door restriction then these cannot be bought into force earlier than three months after the day it was public notified. The rest of the policy may be bought into effect on any day stated by resolution after the LAP is adopted.
- 20. As set out in *recommendation* (*d*), 8 July 2024 is the proposed date for the LAP to be bought into force. Under this recommendation, any changes to the LAP made by the Committee will apply from this date. Therefore, any change in the maximum trading hours will also take effect on 8 July 2024 (see Next Steps section of this report for how this date was calculated).

OPTIONS ANALYSIS

- 21. This section presents the options for responding to the issues consulted on, or raised in consultation. The blue highlighted options show what was consulted on in the revised draft LAP.
- 22. The advantages and disadvantages of each option are summarised and include results from the submission survey and the research findings. Further information on both the research and submissions is set out in **Attachment Two**.
- 23. For most issues, staff recommendations are not provided due to the nature and different viewpoints on the issues and related evidence.
- 24. Where staff recommendations have been made, these have been incorporated as blue text in the proposed draft LAP in **Attachment Three**. Sections that may change depending on the committee's decision are highlighted in grey. Changes that were proposed in the revised draft LAP that was consulted on in August/September 2022 are shown red.

25. Six of the issues are the proposals included in the revised draft LAP that was consulted on. The seventh (Issue Two), the final sales time for off-licensed premises, was raised by submitters and highlighted in research. If the Committee want to consider changing the final sales time for off-licensed premises this will require further consultation.

Issue One: Starting sales time for off-licensed premises

Options	Advantages	Disadvantages
Option A: Change the starting sales time for off- licensed premises from 7am to 10am.	 Reduced alcohol sales exposure for children and youth which is linked to harm. Assists in sending a strong message to the community on harms associated with alcohol use. Supported by 50% of submitters. Reflects feedback from the Medical Officer of Health. 72% of those surveyed¹ in the Toi Te Ora Health and Wellbeing Survey² believed that 10am or later was a suitable opening time. 	 Inconvenient for some households. Potential economic impacts for off-licensed premises. Lack of NZ research on the impact of starting sales time and harm. 46% of submitters do not agree.
Option B: Retain current starting time for off-licensed premises at 7am.	 No inconvenience to households. No economic impact for off-licensed premises. 46% of submitters opposed to a change in the starting sales time. No evidence available on the impact of starting sales time on alcohol harm. 	 No potential to reduce alcohol related harm. No decrease in alcohol sales exposure for children and youth. Does not reflect feedback from Medical Officer of Health. No message to the community on alcohol related harm. 50% of submitters agreed with the proposed 10am starting sales time.
Option C: Change the starting sales time for off- licensed premises from 7am to 9am.	 Reduced alcohol sales exposure for children and youth which is linked to harm. Assists in sending a strong message to the community on the harms associated with alcohol use. Reflects feedback from the Medical Officer of Health. Submitters support for a later opening sales time. Likely to be slightly less inconvenience than option A for households. 	 Inconvenient for some households but likely to be less so than option A. Potential economic impacts for off – licensed premises. Lack of NZ research on the impact of starting sales time and harm. 50% of submitters do not think a later opening sales time will reduce alcohol harm.

¹ 613 questionaries were completed by people in the Bay of Plenty District Health Board geographical area. This was made up of 400 from the Western Bay of Plenty and 213 from Eastern Bay of Plenty.

² Toi Te Ora Public Health 2021, Issues of Health and Wellbeing Population Survey 2020 A reflection of community views across a range of public health topics https://toiteora.govt.nz/assets/Toi-Te-Ora-Public-Health/Publications-and-Resources/Population-Surveys/2020 Population Survey Low Res FINAL.pdf

Issue Two: Final sales time for off-licensed premises

Options	Advantages	Disadvantages
Option A: Retain the current final sales time of 10pm for all off- licensed- premises.	 No change for households. No change for off-licensed premises. 	 No potential to reduce alcohol related harm. No decrease in alcohol sales exposure for children and youth. Does not reflect the 50% of submitters who supported a reduction in sales time for off-licensed premises. Does not reflect feedback from Medical Officer of Health. No message to the community on alcohol related harm.
Option B: Change the final sales time from 10pm to 9pm for all off-licensed premises. NOTE: This option will require further consultation as it was not included in the revised draft LAP	 50% of submitters are supportive of reduced trading hours for off-licensed premises. Research indicates that earlier closing times result in reduced alcohol harm.³ Assists in sending a strong message to the community on the harms associated with alcohol use. Reflects feedback from the Medical Officer of Health. Less impact on households and business than the proposed change in starting sales time. 	 Not likely to have much impact on reducing alcohol sales exposure for children and youth. Inconvenient for some businesses and households – but likely to be less inconvenient than changes to the starting sales time. Potential for some economic impacts but likely to be less of an impact than changing the starting sales time. Would delay the implementation of any decisions on the other issues that were previously consulted on.
Option C: Change the final sales time for bottle stores to 9pm - and keep the final sales time for supermarkets and grocery stores at 10pm. NOTE: This option will require further consultation as it was not included in the revised draft LAP	 May assist in reducing alcohol related harm. Less inconvenience to households as supermarkets would not be impacted. Limited economic impact on some off-licensed premises as supermarkets or grocery stores would not be impacted and many non-supermarket/grocery store off-licensed premises do not currently stay open until 10pm. 	 As above in option A but there is some potential to reduce alcohol related harm. Does not treat all off-licensed premises in the same way. Would delay the implementation of any decisions on the other issues that were previously consulted on.

³ A Wellington City based study of alcohol off-licensed purchases and subsequent harm found that earlier purchases (7:00pm-8.59pm) were associated with fewer harms experienced compared with later purchases (9:00pm -11:00pm). Health Promotion Agency (2016). Alcohol off-licence purchases and subsequent harm: Summary Report. Wellington: Health Promotion Agency

Issue Three: Locations for new bottle stores

Options	Advantages	Disadvantages
Option A: No new bottle stores to be established in areas with a deprivation index of 7 or more. Does not apply to new licences for an existing premises that has been sold, or for an existing premises that relocates to a new site within the same area of deprivation (being a defined proxy for 'suburb').	 Likely to reduce alcohol harm. Evidence that the higher the density of outlets, the greater the likelihood of alcohol related problems⁴ (see Attachment One) Evidence that those living in more socioeconomic deprived areas are at higher risk of alcohol related harm⁵ (see Attachment One). Strong support from submitters – 67% agree. Over 60% of respondents in the Toi Te Ora survey supported reducing the number of places that sell alcohol. Reducing harm aligns with the objective of the Act and council's community outcomes. Sends a message to the community on alcohol harm. Reflects feedback from Medical Officer of Health and Police. May create a more even distribution of bottle 	 Potential for some economic impacts. 23% of submitters disagree.
Option B: No new bottle stores to be established in areas with a deprivation index of 9 or 10. Does not apply to new licences for an existing premises that has been sold, or for an existing premises that relocates to a new site within the same area of deprivation (being a defined proxy for 'suburb').	 Likely to reduce alcohol harm. Evidence that the higher the density of outlets, the greater the likelihood of alcohol related problems⁶ (see Attachment One) Evidence that those living in more socioeconomic deprived areas are at higher risk of alcohol related harm⁷ (see Attachment One). Support from submitters to limit the number of new bottle stores. Over 60% of respondents in the Toi Te Ora survey supported reducing the number of places that sell alcohol. Reducing harm aligns with the objective of the Act and council's community outcomes. Sends a message to the community on alcohol harm. Reflects feedback from Medical Officer of Health and Police. May create a more even distribution of bottle 	 Potential for some economic impacts. 23% of submitters disagreed with the proposal in the revised draft LAP to have no new bottle stores in areas with a deprivation index of 7 or more. 67% of submitters supported the proposal in the revised draft policy applying to areas with a deprivation index of 7 or more.

⁴ New Zealand Law Commission. Alcohol in our Lives: Curbing the Harm: A report on the review of the regulatory framework for the sale and supply of liquor. Wellington, N.Z.: Author, 2010 pg. 130 https://www.lawcom.govt.nz/sites/default/files/projectAvailableFormats/NZLC%20R114.pdf

⁵ Meiklejohn J, Connor J, Kypri K. 2012. One in three New Zealand drinkers reports being harmed by their own drinking in the past year. The New Zealand Medical Journal, 125(1360), 28-36

⁶ New Zealand Law Commission. Alcohol in our Lives: Curbing the Harm: A report on the review of the regulatory framework for the sale and supply of liquor. Wellington, N.Z.: Author, 2010 pg. 130 https://www.lawcom.govt.nz/sites/default/files/projectAvailableFormats/NZLC%20R114.pdf

⁷ Meiklejohn J, Connor J, Kypri K. 2012. One in three New Zealand drinkers reports being harmed by their own drinking in the past year. The New Zealand Medical Journal, 125(1360), 28-36

Options	Advantages	Disadvantages
	stores over time.	
Option C: Retain the current position where there are no location	May allow greater flexibility to meet growth needs of the city.	Does not attempt to address significant alcohol harm that is occurring in the community.
restrictions on bottle stores.		Does not reflect feedback from Medical Officer of Health and Police.
		Does not send a message to the community on alcohol related harm.
		Not supported by majority of submitters.

Issue Four: New on-licensed premises in industrial areas

- 26. At their meeting on 20 June 2022 the Committee added the condition to the revised draft LAP that no new licensed premises would be established in industrial areas. Checking this proposed condition against the Gambling Venues Policy, we have identified it only allows for Class 4 and TAB venues to be relocated within a commercial or industrial zone, excluding areas within 100 metres of residential zones with a deprivation index of 9 or 10.
- 27. As all Class 4 venues are required to have a current on-licence or club licence, there are potential implications on any relocation of gaming venues of not allowing any new on-licensed premises in industrial areas. Option B below addresses this by adding a note to allow for an existing premises to relocate to industrial areas provided they are more than 100 metres from residential zones with an index of 9 or more, in line with the Gambling Venues Policy.

Options	Advantages	Disadvantages
Option A: No new on-licensed premises will be established in industrial areas.	 Likely to decrease the availability of alcohol and assist in reducing alcohol harm. Aligns with the objective of the Act and Council's community outcomes. Sends message to the community on the harms of alcohol use. 41% of submitters agree. Reflects feedback from Police. 	 Potential for some economic impacts for some would be licences. 36% of submitters disagree. Could contradict the Gambling Venues Policy, effectively not allowing existing gaming venues to be moved into industrial areas, even if they meet other relocation criteria.
Option B: As above in Option A -No new on-licensed premises will be established in industrial areas with the added note: Does not apply to new licences for an existing premises that has been sold, or for an existing premises that is relocating to an area zoned industrial that is	 As above in option A. Clarifies that the proposed relocation condition in the Gambling Venues Policy is allowed for. 	As above in option A excepting the final bullet.

Options	Advantages	Disadvantages
more than 100 metres from residential zones with a deprivation index of 9 or 10		
Option C: Retain the current LAP position: no location restrictions for on-licensed premises.	 May allow greater flexibility to meet growth needs of the city. 36% of submitters support new on-licensed premises being established in industrial areas. 	 Does not attempt to address alcohol harm. Does not reflect feedback from Medical Officer of Health. No message to the community on alcohol related harm. 41% of submitters disagree.

Issue Five: Final sales time for on-licensed premises in the city centre

Options	Advantages	Disadvantages
Option A: Retain the current LAP position: 3am final sales time.	 Prevent and/or minimise any shift of alcohol harm to unregulated environments. No impact on current on-licensed premises in the city centre. 47% of submitters agree. 	 No attempt to address significant alcohol harm that is occurring in the community. Does not reflect feedback from Police or Medical Officer of Health. Does not send a message to the community on alcohol related harm. 33% of submitters disagree and supported a final sale time of 2am with some suggesting more restrictive closing times.
Option B: Change the final sales time to 2am. Recommended	 Likely to reduce alcohol harm (see Attachment One). Potential to reduce hospital admissions and assaults.⁸ Aligns with the objective of the Act and council's community outcomes. Those who bought alcohol after 2am are 2.9 times more likely to drink high amounts of alcohol compared to those who purchased before 2am⁹. 33% of submitters support. Sends message to the community on 	 May shift alcohol harm to different location (potential for alcohol consumption to occur in an unregulated environment) and/or time. 47% of submitters support retaining the 3am final sales time. Potential impact on some licensed premises in the city centre.

⁸ Research shows that hospitalizations and assaults reduced significantly following restrictions on late night alcohol sales in New Zealand. Most significant amongst 15-29 years-olds who made up half of all hospitalisations. This research does not specifically relate to the impact on alcohol related harm from moving from a 3am to 2am closing.

⁹ Casswell, S., Huckle, T., Wall, M., & Yeh, L.C (2014) International Alcohol Control study: pricing data and hours of purchase predict heavier drinking. *Alcoholism Clinical and Experimental Research*. 2014; 38(5):1425-31. https://www.hamilton.govt.nz/our-council/policies-bylaws-legislation/policies/Documents/LAP%20Handout%20-%20International%20Alcohol%20Control%20Study%2007-04-14.pdf

Options	Advantages	Disadvantages
	alcohol harm.	
	Reflects feedback from Medical Officer of Health.	

Issue Six: One-way door provision

Options	Advantages	Disadvantages		
Option A: Remove the one-way door provision.	 46% of submitters agree. May help prevent and/or minimise any shift to unregulated environments. May prevent people being separated where their safety could be compromised. 	 34% of submitters disagree. Does not reflect feedback from Police and Medical Officer of Health. 		
Option B: Retain the one-door provision to start one hour before the final sales time (either 1am or 2am depending on the decision made in issue five above).	 Reflects feedback from Police and Medical Officer Health. 34% of submitters want to retain the one-way door. Message to the community on alcohol related harm. 	 No attempt to address significant alcohol related harm. 46% of submitters support the removal. 		

Issue Seven: Discretionary conditions for all off-licensed premises

- 28. Under the Act the District Licensing Committee (DLC) can apply conditions on a case-by-case basis. For example, in a recent off-licence renewal the DLC specified that the licensee will not offer for sale any single beer, cider or RTD product with an alcohol volume greater than 8%.
- 29. Discretionary conditions can also be included in an LAP. The inclusion of discretionary conditions does not mean that these conditions are required to be part of each licence. The DLC may decide to impose any discretionary conditions set out in the LAP or any other condition it considers appropriate.
- 30. Including discretionary conditions proposed by submitters in the revised draft LAP informs the DLC on what the community would like considered when making licensing decisions. It also provides some guidance to applicants regarding the nature and scope of potential discretionary conditions.
- 31. The Committee included the following proposed discretionary conditions in the revised draft LAP:
 - signs detailing statutory restrictions on the sale of alcohol to minors and intoxicated persons adjacent to every point of sale
 - maintenance of an alcohol-related incidents book
 - installation and operation of CCTV cameras on the exterior of, and within, premises
 - provision of effective exterior lighting
 - no single sales of beer or ready to drink spirits (RTDs) in bottles, cans or containers of less than 440 mls in volume may occur except for craft beer
 - no single sales of shots or premixed shots
 - restrictions on sales based on the type of product and/or its price
 - restrictions on the display of RTDs at principal entrance to the store or within 3 meters of the front window
 - restrictions on the display of product or price specials.

- 32. Some submitters wanted the single sales condition to specify container sizes of 500ml or less. This has also been called for by Police and the Medical Officer of Health in recent DLC hearings. Staff recommend amending the proposed single sales condition to provide the DLC with broader direction from the community and to allow for changing products and circumstances at each location.
- 33. At their meeting on the 30 October 2023 the Committee identified the lack of clarity in the condition 'restrictions on sales based on the type of product and/or its price'. Staff recommend that this condition be removed from the proposed list of discretionary conditions for off-licensed premises.

Issue Seven: Discretionary conditions for all off-licensed premises

Options	Advantages	Disadvantages
Option A: Include the discretionary conditions set out in the revised draft LAP.	 Informs the District Licensing Committee on what the community would like considered when making licencing decisions. Provides some guidance to applicants regarding potential discretionary conditions 46% of submitters agree. 	 Includes a single sales condition that is now different from what was been called for by Police and Medical Officer of Health. Includes a condition that is likely to cause confusion - restrictions on sales based on the type of product and/or its price' 38% of submitters indicated that they do not support.
Option B: Include the discretionary conditions in the revised draft LAP with the following amendments: Replace 'No single sales of beer or ready to drink spirits (RTDs) in bottles, cans or containers of less than 440 mls in volume may occur except for craft beer' with 'Restrictions on single sales'. Remove 'restrictions on sales based on the type of product and/or its price' from the list of discretionary conditions for off-licensed premises. Recommended	As above in option A. Broader direction on single sales to allow for changing products and circumstances.	38% of submitters do not support.
Option C: No discretionary conditions for off-licensed premises.	38% of submitters support indicated that they do not support.	Does not inform the District Licensing Committee on what the community would like considered when making licensing decisions.

LEGAL IMPLICATIONS / RISKS

34. The legal implications and risks are dependent on the changes, if any, made to the revised draft policy.

SIGNIFICANCE

- 35. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
- 36. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
 - (a) the current and future social, economic, environmental, or cultural well-being of the district or region
 - (b) any persons who are likely to be particularly affected by, or interested in, the decision.
 - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
- 37. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the issue is of medium significance.

NEXT STEPS

- 38. Depending on the decisions made by the Committee, the resulting final policy will be finalised by giving public notice. Staff recommend public notification taking place on 5 April 2024. This allows time for the notification to be prepared.
- 39. In accordance with the Act, the policy will be adopted 30 days after it is publicly notified (5 May). Once the final LAP is adopted it can be bought into force on a day stated by resolution. If the Committee, make changes to the trading hours or one way door provision then the policy cannot be bought into force until 3 months after the day it was public notified.
- 40. As set out in *recommendation (d)*, 8 July 2024 is the proposed date for the LAP to be bought into force. This allows the committee to make changes to the current maximum trading hours and the one-way door policy. The Committee may decide to set different dates for the other elements of the adopted LAP. However, separating them out is likely to cause confusion and make the implementation of the policy more difficult for licensees.
- 41. If the Committee decides not to make changes to the trading hours or one-way door provision, then they are able to bring the LAP into force any time after 5 May 2024.

ATTACHMENTS

- 1. LAP Review History key decisions and steps A15600400 U
- 2. Submission summary and research findings A15600412 🗓 🖺
- 3. Proposed draft LAP A15600429 1 2

Attachment One: Key Decisions in the LAP review process

Date	Step	Key decisions/steps		
1 Nov 2021	Draft LAP approved for community consultation	Retain the content of the current Local Alcohol Policy with the following changes:		
		closing time of 2:00am instead of 3:00am of on- licensed premises in central city		
		one-way door restriction to commence at 1am to align with the above.		
14 March 2022	Hearings on first draft	158 submissions received		
20 June 2022	Deliberations on first draft	Changes to draft policy:		
		Closing time of 3am of on-licensed premises in city		
		Remove one way door provisions		
		10am opening sales time for off-licensed premises		
		No new on-licensed premises in industrial zoned area		
		Directed staff to look at location provisions and discretionary conditions		
1 August 2022	Revised draft LAP approved for consultation	In addition to the changes above the following two changes were incorporated into a revised draft policy:		
		No new licences issued for bottle stores within suburbs with a social deprivation of 7 or more		
		Inclusion of discretionary conditions for off-licensed premises		
17 Nov 2022	Hearings	340 submissions received		
		Decided to deliberate on decisions in March to allow Sale and Supply of Alcohol Act Amendment Bill to be in place.		
13 Feb 2023	Timeline for deliberations on the revised draft policy	Decisions further delayed on the revised Local Alcohol Policy until the Sale and Supply of Alcohol (Community Participation) Amendment Act comes into force given the uncertainty around transitional arrangements.		
30 Oct 2023	Deliberations	Decisions made to be incorporated into a final LAP		
		Changing the opening sales time for all off-licensed premises from 7am to 10am		
		No new bottle stores in areas where the deprivation index is 9 or 10		
		A change to the closing time for on-licensed premises in the city centre bars to 2am, instead of the current 3am closing time		
		A change to the one-way door policy which will start at 1am, instead of the current 2am closing time		
		A range of discretionary conditions that can be applied to off-licensed premises.		
4 Dec 2023	Pause on policy development	Discontinue the Local Alcohol Policy development in accordance with Section 82 of the Sale and Supply of Alcohol Act 2012 and request a report in early 2024 to recommence development of the policy in accordance with Section 83 of the Sale and Supply of Alcohol Act 2012.		

ATTACHMENT TWO: Submission summary and available evidence

This document summarises submitters' responses and the available research for each of the following issues:

Number	Issue
One	Off-licensed premises starting sales time
Two	Off-licensed premises final sales time
Three	Locations of new bottle stores
Four	New on-licensed premises in industrial areas
Five	Closing sales time for on-licensed premises in Tauranga Central City
Six	One-way door provision
Seven	Discretionary conditions for off-licensed premises

Full submissions are available here Revised draft Local Alcohol Policy Submissions.

The Background report that considers the matters required to be considered under section 78 (2) of the Local Government Act 2002 is available with the agenda for the 1 November 2021 Committee meeting.

Issue One: Off-licensed premises starting sales time

Proposal: Change the starting sales time for alcohol at off-licensed premises (bottle stores, supermarkets and grocery stores) from 7am to 10am

Submissions analysis

Submitters are divided...

50 per cent of submitters support the later starting sales time and 47 per cent oppose it.

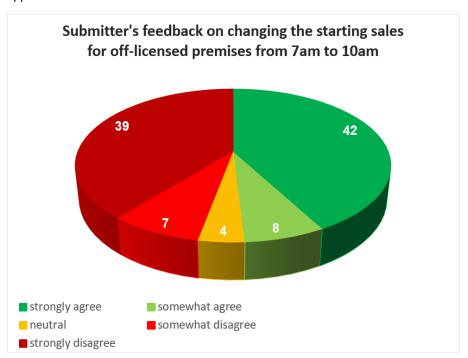


Table One: Changing the starting sales time for off-licensed premises from 7am to 10am

Feedback from consultation survey				
strongly agree	42%			
somewhat agree	8%			
neutral	4%			
somewhat disagree	7%			
strongly disagree	39%			
Reasons for agreement	Reasons for disagreement	Other issues raised		
 Will reduce harm Alcohol far too accessible in our community Opportunity to raise awareness of alcohol consumption 	 Inconvenient for consumers (shift workers in particular) and supermarkets. Will not reduce harm - just change buying behaviour. Not required as there is no current problem. Removes rights. 	Reduce closing times as well – 6pm and 9pm closing times suggested. Later starting time needed – two submitters recommended 12 midday and two suggested 11am. Later starting sales time ok for bottle stores but not supermarkets.		

- Will result in more abuse for supermarket staff.
- Time is not the issue, reckless sales at any hour is the problem.
- Alcohol withdrawal can be fatal

 a few hours extra wait could
 kill.
- Supermarkets and grocery stores should not sell alcohol.
- Spirits should be available in supermarkets.
- Trading hours should apply to all off-licensed premises.
- More concerned about bottle stores close to schools.

Toi Te Ora's Public Health Survey align will submission results...

72 per cent of respondents in Toi Te Ora's Public Health Survey 2020¹ thought 10am or later was a suitable opening time for bottle stores and supermarkets to start selling alcohol.

Available research

Most very heavy drinking occurs in homes...

Over 80 per cent of all alcohol purchased in New Zealand comes from off licensed premises². New Zealand research shows that 73 per cent of all alcohol consumed in very heavy drinking occasions is consumed in private homes.³

The portion of alcohol sales in value purchased from off-licensed premises in New Zealand is 67 per cent, and 64 per cent for all large regional cities. In Tauranga this portion is slightly higher at 68 per cent⁴.

The significant proportion of alcohol purchased from off-licensed premises, the heavy drinking occurring in private homes, and the extent of alcohol harm in the community (see background report), provides support for considering changes to off-licensed premises in the LAP.

¹ Toi Te Ora Public Health 2021, Issues of Health and Wellbeing Population Survey 2020; https://toiteora.govt.nz/assets/Toi-Te-Ora-Public-Health/Publications-and-Resources/Population-Survey/2020 Population Survey Low Res FINAL.pdf

⁶¹³ questionaries were completed by people in the Bay of Plenty District Health Board geographical area - 400 from the Western Bay of Plenty and 213 from Eastern Bay of Plenty.

 $^{^2}$ M.E. Consulting. New Zealand alcohol supply and demand structures: Research report. Wellington, N.Z.: Health Promotion Agency, 2018.

³ Huckle T, Callinan S, Pham C, Chaiyasong S, Parker K, Casswell S. Harmful drinking occurs in private homes in some high- and middle-income alcohol markets: Data from the International Alcohol Control Study: Harmful drinking in private homes in different alcohol markets. Drug Alcohol Rev 2020; published online Aug 17. DOI:10.1111/dar.13137.

 $^{^4}$ M.E. Consulting. New Zealand alcohol supply and demand structures: Research report. Wellington, N.Z.: Health Promotion Agency, 2018.

Some evidence that reducing hours reduces harm...

There is evidence that reducing hours of sales reduces problems⁵. The World Health Organisation (WHO) includes strengthening restrictions on alcohol availability as one of the 'best buys' for reducing alcohol-related harm⁶.

Studies show that availability restrictions are associated with reductions in alcohol use and alcohol related problems, although effectiveness can vary depending on contexts.⁷

There are fewer New Zealand and international studies on the association between alcohol related harm and off-licensed trading hours than for on-licensed premises.

No New Zealand research could be identified that specifically looks at the impacts of the starting sales time for off-licensed premises on harm. The focus of the research has been on final sales time. As Alcohol Healthwatch note, in their submission 'Unfortunately there is a lack of New Zealand research on off-licence opening hours and harm'.

Research from a small Western Australian community identified corresponding reductions in alcohol consumption, criminal charges, alcohol related hospital admissions and incidents of domestic violence with restrictions in the starting sales time for off-licensed premises.⁸

Reduced exposure can reduce harm...

Other than the impact on alcohol availability, a later starting sales time has the potential to reduce harm by reducing exposure of alcohol sales and advertising to children and youth. Exposure to in-store displays of alcohol may also predict an increased probability of drinking.⁹

Supreme Court decision on Auckland's provisional LAP...

Although the Supreme Court's decision (after six years of legal proceedings by Woolworths and Foodstuffs) was made before the changes to the Sale and Supply of Alcohol Act removed the appeal process, it provides clarity about the nature and content of LAPs.

⁵ Popova, S., Giesbrecht, N., Bekmuradov, D., & Patra, J. (2009). Hours and days of sale and density of alcohol outlets: impacts on alcohol consumption and damage: a systematic review. Alcohol and alcoholism (Oxford, Oxfordshire), 44(5), 500–516. https://doi.org/10.1093/alcalc/agp054

 $^{^{6}}$ WHO (2019). Discussion Paper: Implementation of the WHO Global Strategy to reduce the harmful use of alcohol since its endorsement, and the way forward, Geneva, Switzerland: WHO.

⁷ Babor, T., Casswell, S., Graham, K., Huckle, T., Livingston, M., Room, R., Rossow, I & Sornpaisarn, B (2022) Alcohol: No Ordniary Commodity – a summary of the third edition., https://onlinelibrary.wiley.com/doi/epdf/10.1111/add.16003

⁸ Douglas. M (1998) Restriction on the hours of sale of alcohol in a small community: A beneficial impact, Australian and New Zealand Journal of Public Health, 22, 714-719

https://onlinelibrary.wiley.com/doi/epdf/10.1111/j.1467-842X.1998.tb01476.x

 $^{^{9}}$ Collins RL, Ellickson PL, McCaffrey D, Hambarsoomians K. Early adolescent exposure to alcohol advertising and its relationship to underage drinking. J Adolescent Health 2007; 40: 527–34.

The Supreme Court found that LAPs can be based on or influenced by community preferences. Trading hours which differ from the status quo set out in the Act do not have to be justified in terms of departure from these default hours.

The Supreme Court decision also confirmed that Councils are open to take a precautionary approach to justifying a restriction based on there being a reasonable likelihood (rather than proof) that it will reduce alcohol related harm.

Issue Two: Final Sales time for off-licensed premises

Submissions analysis

Some submitters recommended changing the final sales time..

Several submitters expressed their support for reduced trading hours overall and an earlier final sales time.

'Just a start, alcohol is too freely available in NZ' submission no. 132.

'Suggest a 9.00 pm close, after all, they are open 152 hours, more than enough time to purchase alcohol' submission no 003.

'They should certainly open later but also close earlier at, say, 6 p.m' submission no. 122

Submitters reported inconvenience from later starting sales time...

As noted in issue one above 46 per cent of submitters disagreed with the proposed later starting sales time. Many of these submitters reported that this would be a significant inconvenience to them as they would have to change their supermarket shopping habits and either shop twice or at busier times. They noted the impact of travelling at more congested times and the difficulties for shift workers.

'People shopping for alcohol at 7am -10am are often working people before work commitments or parents after school drop offs, not binge drinkers' submission no. 080.

'Penalising people who like to shop early, to have to make two trips' submission no.133

'You are forgetting about shift workers and those that do their shopping early in the day' submission no.231.

Changing the final sales time instead of the starting sales time is likely to result in less inconvenience for households.

Available research

Final sales times likely to have a greater impact...

Research from Russia cited in Alcohol Healthwatch's submission showed that later opening hours was associated with reduced alcohol use. However, this reduction was 3.5-4 times greater when the closing time was restricted¹⁰

New Zealand research shows that the purchase of alcohol from an off-licensed premises after 10pm was approximately twice as likely to be made by heavier drinkers (those drinking larger quantities and/or more frequently).¹¹ In the Auckland provisional LAP appeal proceedings Professor Connor¹² said 'Closing off-licences

¹⁰ Kolosnitsyna M, Sitdikov M, Khorkina N. Availability restrictions and alcohol consumption: A case of restricted hours of alcohol sales in Russian regions. Int J Alcohol Drug Res 2014; 3: 193–201.

¹¹ Casswell, S., Huckle, T., Wall, M., & Yeh, L.C (2014) International Alcohol Control study: pricing data and hours of purchase predict heavier drinking. *Alcoholism Clinical and Experimental Research*. 2014; 38(5):1425-31

 $^{^{12}}$ Professor Jennie Connor, epidemiologist and Chair in Preventive Social Medicine at the University of Otago

earlier could be expected to particularly reduce access to alcohol for heavy drinkers, who suffer, and cause, the most alcohol-related harm'. ¹³

A Wellington City based study of alcohol off-licensed purchases and subsequent harm¹⁴ found that earlier purchases (7:00pm-8.59pm) were associated with fewer harms experienced compared with later purchases (9:00pm -11:00pm). However, those who purchased earlier in the evening were just as likely to report having experienced a low-prevalence harm as those who purchased later (see chart two).

When asked about a range of times when bottle stores and supermarkets should be required to stop selling alcohol, 41 per cent stated times before 10pm¹⁵

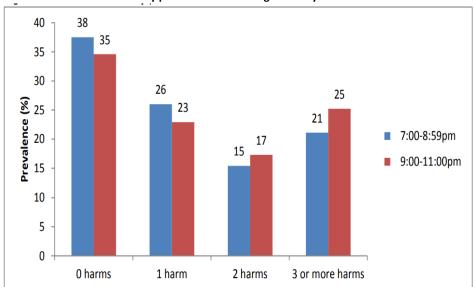


Chart Two: Number of harms by purchase time Wellington Study 2017

¹³ Redwood Corporation Ltd v Auckland City Council [2017] NZARLA PH 247 – 254 [157]

¹⁴ Health Promotion Agency (2016). Alcohol off-licence purchases and subsequent harm: Summary Report. Wellington: Health Promotion Agency

¹⁵ Toi Te Ora Public Health 2021, Issues of Health and Wellbeing Population Survey 202;A reflection of community views across a range of public health topics https://toiteora.govt.nz/assets/Toi-Te-Ora-Public-Health/Publications-and-Resources/Population-Surveys/2020 Population Survey Low Res FINAL.pdf

Issue Three: Location for new bottle stores

Proposal: No new bottle stores to be established in areas with a deprivation index of 7 or more

Submission analysis

Strong submitter support...

The consultation survey revealed strong support for not allowing any more bottle stores in areas with a high deprivation index (7 or more). 64 per cent of submitters support the proposal, 12 per cent are neutral, and 24 per cent disagree (chart three).

The results correspond with Toi Te Ora's *Health and Wellbeing Population Survey* 2020¹⁶ where around two thirds of respondents' support reducing the number of places that sell alcohol.

Chart Three: Submissions on no new bottle stores in areas with a deprivation index of 7 or more

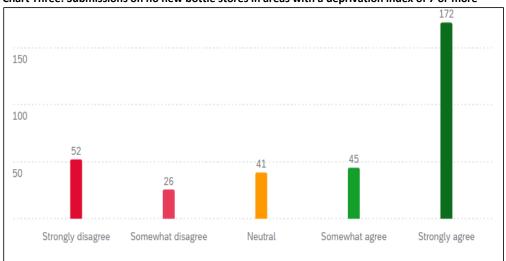


Table Two: No new bottle stores in areas with a deprivation index of 7 or more

	Results from consultation survey			
strongly agree	51%			
somewhat agree	13%			
neutral	12%			
somewhat disagree	8%			
strongly disagree	16%			
Reasons for agreement	Reasons for disagreement	Other issues raised		
 Reduced harm. More than enough bottle stores and places to buy alcohol. 	No current problem and would cause unnecessary inconvenience.	Do not renew licences in areas with more than a couple of stores		

 $^{^{16}}$ Toi Te Ora Public Health. Issues of Health and Wellbeing Population Survey 2020: A reflection of community views across a range of public health topics relevant to the Bay of Plenty and Lakes districts.

- Reduced impact on low socio-economic areas.
- Alcohol industry has targeted these areas time we made a stand against this discrimination.
- Significant association between off-licence density and a range of alcohol- related harms.
- Will not stop harm people will just travel further.
- · Prevents expansion.
- Applications should be considered on merit not a blanket ban.
- If there is a cap it should apply to all off- licensed premises.
- Would result in a commercial advantage for supermarkets.
- Restrict stores opening next to schools, daycare and playgrounds.
- Include Tauranga South, Burrows Street, Bellevue and 15th Ave.
- Need a sinking lid policy.
- Cap bottle stores across the City (using numbers at the time of policy adoption or specifying the maximum limit).
- New licences should be limited to new urban growth areas.

Available research

Outlet density and harm correlated...

The Law Commission's review of regulatory frameworks for alcohol identified several studies on outlet density and alcohol related harm. It notes that:

'studies in this area are by no means singularly conclusive. Even those studies that do show significant correlations are usually subject to various mythological limitations. Nevertheless, the theme that has emerged from this collection of studies has become increasingly clear: the higher the density of outlets, the greater the likelihood of alcohol-related problems.' 17

A sample of studies identified relationships between the density of alcohol outlets and alcohol related harm.

- An Australian study found that the density of off-licensed alcohol outlets is positively related to the rate of alcohol use disorders. ¹⁸
- Research from Sweden found that there was a consistent modest association between increased alcohol availability and the onset of alcohol use disorder.¹⁹
- A US expert panel reviewed studies assessing the effect of limiting alcohol outlet density on alcohol related harms, found that there was sufficient evidence to support reducing the density of alcohol outlets to decrease alcohol related harm.²⁰

¹⁷ New Zealand Law Commission. Alcohol in our Lives: Curbing the Harm: A report on the review of the regulatory framework for the sale and supply of liquor. Wellington, N.Z.: Author, 2010 pg. 130 https://www.lawcom.govt.nz/sites/default/files/projectAvailableFormats/NZLC%20R114.pdf.

¹⁸ Livingston M. A longitudinal analysis of alcohol outlet density and assault. Alcohol Clin Exp Res 2008: 32: 1074–9

¹⁹ Karriker-Jaffe KJ, Ohlsson H, Kendler KS, Cook WK, Sundquist K. Alcohol availability and onset and recurrence of alcohol use disorder: Examination in a longitudinal cohort with co-sibling analysis. Alcohol Clin Exp Res 2018. https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5997293/

²⁰ Campbell, C., Hahn, R., Elder, R., Brewer, R., Chattopadhyay, S., Fielding, J., Naimi, T., Toomey, T., Lawrence, B., & Middleton, J. 2009. Effectiveness of Limiting Alcohol Outlet Density as a Means of reducing Excessive Alcohol Consumption and Alcohol-Related Harms. American Journal of Preventive Medicine, 37(6), 556-569. http://doi:10.1016/j.amepre.2009.09.028.

- Research by Cameron et al provides New Zealand evidence that links offlicensed alcohol outlets and harm. 'Off-licensed outlets have significant and positive un-moderated relationships with antisocial behaviour and sexual offences, where an additional off-licence outlet in an area is associated with a 1.3 percent higher incidence of antisocial behaviour and a 1.9 percent higher incidence of sexual offences.'²¹
- A study of alcohol outlets in Manukau city, found that the number of offlicence outlets were higher in areas of high population density and high socioeconomic deprivation. The research also found that areas with a higher number of off-licence outlets have higher competition among those outlets, leading to lower prices and longer operating hours.²²
- A recent New Zealand study confirms previous evidence and showed a strong association between geographic access to alcohol outlets and various crime outcome. It demonstrated that areas with the greatest access to alcohol outlets also had the highest incidence of crime and concludes 'policies to reduce the accessibility of alcohol should involve restricting access to alcohol outlets, particularly in socially disadvantaged neighbourhoods where the prevalence of alcohol where the prevalence of alcohol consumption, accessibility to alcohol outlets, and morbidity is the greatest'. ²³

The Medical Officer of Health's submission also noted research that finds high levels of alcohol outlets enable youth access to alcohol. ²⁴

Those in more socio-economically deprived areas are at higher risk...

In New Zealand, Māori, men, young people, and those living in more socio-economically deprived areas are at higher risk of alcohol-related harm.²⁵ International research also shows that low-income drinkers experience more harm per litre of alcohol consumed, when compared to higher income drinkers with the same level of drinking.²⁶

²¹Cameron, M.P., Cochrane, W., Livingston, M. 2019, The relationship between alcohol outlets and harms: A spatial panel analysis for New Zealand, 2007-2014. version 3.page 37.

²² Cameron, M., Cochrane, W., McNeill, K., Melbourne, P., Morrison, S., Robertson, N. (2012) The Impacts of Liquor Outlets in Manukau City - summary Report - Revised. Alcohol Advisory Council of New Zealand: Wellington.

²³ Hobbs M, Marek L, Wiki J, et al. Close proximity to alcohol outlets is associated with increased crime and hazardous drinking: Pooled nationally representative data from New Zealand. Health Place 2020; 65: 102397. Page 7 https://ir.canterbury.ac.nz/bitstream/handle/10092/101177/1-s2.0-51353829220308224-main.pdf?sequence=2&isAllowed=y

²⁴ Chen, M., Gruenewald, P., & Remer, L. (2009). Does Alcohol Outlet Density Affect Youth Access to Alcohol? Journal of Adolescent Health: official publication of the Society for Adolescent Medicine, 44(6), 582-589. https://doi.org/10.1016/j.jadohealth.2008.10.136

²⁵ Meiklejohn J, Connor J, Kypri K. 2012. One in three New Zealand drinkers reports being harmed by their own drinking in the past year. The New Zealand Medical Journal, 125(1360), 28-36

²⁶ Katikireddi SV, Whitley E, Lewsey J, Gray L, Leyland AH. Socioeconomic status as an effect modifier of alcohol consumption and harm: analysis of linked cohort data. Lancet Public Health 2017; 2: e267–76.

Off-licensed premises have grown faster than population...

Since 2015, the number of off-licensed premises in Tauranga has grown faster than the population. The total number of licences in Tauranga has increased by 21 per cent and the number of off-licensed premises have increased by 40 per cent. Over the same period Tauranga's population is estimated to have increased by around 24 per cent.

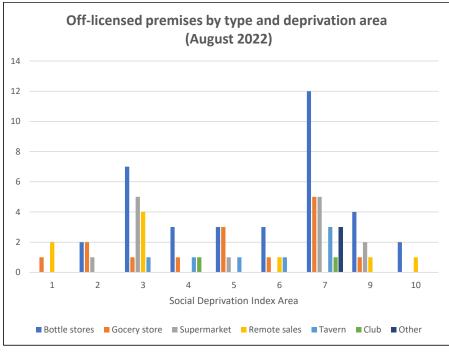
Table Three: Growth in licensed premises

Licence Type	Number Number		%
	(August 2015)	(September 2023)	Change
Off-licensed premises	68	95	40%
On-licensed premises	200	239	20%
Club licences	41	39	-5%
Total licensed premises	309	373	21%

More bottle stores in areas of higher deprivation

Off-licensed premises in Tauranga are inequitably distributed - with more premises located in high deprivation areas. Analysis carried out last year showed that 50 per cent of all bottle stores were in areas with a deprivation index of 7 or more compared to 30 per cent located in areas with a deprivation index between 1 and 4.

Chart Four: Number of off-licensed premises by social deprivation index areas



Another way of looking at the distribution of off-licences across the city is by population. The portion of bottle stores in areas with a lower social deprivation area

is greater than the portion of the estimated population living in these areas (see chart five below).

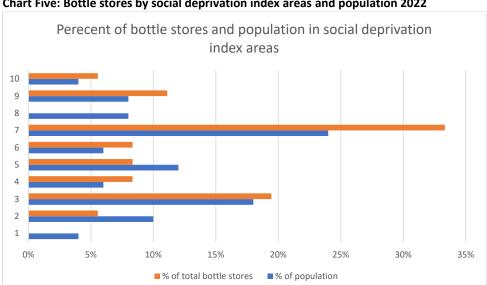


Chart Five: Bottle stores by social deprivation index areas and population 2022

This pattern is not unique to Tauranga. The Law Commission's review on alcohol regulation reported that 'there is no escaping the reality that high outlet density is more common in lower socio-economic neighbourhoods than higher socio-economic neighbourhoods'.²⁷ The review cited a University of Otago study that found that the average distance a person had to travel to get to an alcohol outlet was fifty per cent greater in the least deprived areas comparted to the most deprived areas²⁸.

Cameron et al²⁹ identified several studies that show that alcohol outlet density is positively associated with social deprivation in New Zealand (as measured by the New Zealand deprivation index). People have greater access to alcohol outlets when they live in areas with a higher deprivation index.

²⁷ New Zealand Law Commission. Alcohol in our Lives: Curbing the Harm: A report on the review of the regulatory framework for the sale and supply of liquor. Wellington, N.Z.: Author, 2010 pg. 129 https://www.lawcom.govt.nz/sites/default/files/projectAvailableFormats/NZLC%20R114.pdf.

²⁸ G C Hay, P A Whigham, K Kypri and J D Langley "Neighbourhood deprivation and access to alcohol outlets: A national study" (2009) 15 Health and Place 1086. Cited in New Zealand Law Commission. Alcohol in our Lives: Curbing the Harm: A report on the review of

the regulatory framework for the sale and supply of liquor. Wellington, N.Z.: Author, 2010 pg. 129 https://www.lawcom.govt.nz/sites/default/files/projectAvailableFormats/NZLC%20R114.pdf

²⁹ Cameron, M.P., Cochrane, W., Livingston, M. 2019, The relationship between alcohol outlets and harms: A spatial panel analysis for New Zealand, 2007-2014. version 3.page 11.

Issue Four: New on-licensed premises in industrial areas

Proposal: No new on-licensed premises to be established in areas zoned as 'industrial'

Submissions analysis

Submitters have mixed views...

Submitters have mixed views on the proposal to not allow any new on-licensed premises in areas zoned as 'industrial'. 41 per cent of submitters agree, 34 per cent disagree, and 22 per cent are neutral on this proposal.

Table Four: New on-licensed premises in industrial areas

rable Four. New off-ficensed prefines in industrial areas				
Results from consultation survey				
strongly agree	30%			
somewhat agree	11%			
neutral	22%			
somewhat disagree	11%			
strongly disagree	23%			
Reasons for agreement	Reasons for disagreement	Other issues		
Reduction of new licences will have a positive effect.	No problem and would cause unnecessary inconvenience.	Coordinate this change with safer licensed		
Witness drunken people causing issues on their way home and see examples of	Need free trading there is limited space available.	areas for all people.		
drunk driving.	Beer after work is a kiwi tradition – should allow new establishments in	Strong sinking lid policy.		
Less supervision and	growing city.			
informal community control in these.	Noise does not cause the same issues as it would in residential area.			
Away from public transport and have attracted a heavy drinking culture.	Tauranga would be a better place with more bars, pubs and restaurants.			
	 Draws congestion away from main streets and can bring life to industrial areas. 			

Available research

Lack of research on on-licensed premises in industrial areas

No research could be identified that specifically looks at the impact of alcohol harm and the number of licensed premises in industrial areas.

The proposal to limit any further licensed premises stemmed from the initial consultation with the Police. The Police stated that they did not agree with locating licensed premises in areas zoned as industrial because these areas have a lack of community oversight, are often away from public transport and have attracted a heavy drinking culture.

Issue Five: Final sales time for on-licensed premises in the city centre

Proposal: Retain the current final sales time at 3am for on-licensed premises in the city centre

Submissions analysis

Submitters are divided...

Once again submitters have mixed views, although almost half of submitters support the retention of the 3am final sales time. 47 per cent of submitters agree, 33 per cent disagree and 20 per cent are neutral.

Table Five: 3am final alcohol sales time for on-licensed premises in city centre

	Results from consultation survey					
str	strongly agree		31%			
so	somewhat agree		16%			
ne	utral	20				
	mewhat disagree	6%				
	ongly disagree	27		1		
Re	asons for agreement	Re	asons for disagreement	Ot	her issues	
•	Nightlife is an essential part of growing a diverse and	•	Much of the damage and poor behaviour commences after midnight and the later the closing time the more problems.	•	Stronger penalties for bars that break the law.	
•	young community. Safer to be in bars with better controls.	•	Later hours promote everything that is opposite of responsible sales and consumption – any stat will support this.	•	Mandatory security guards between 12-3am.	
•	Should be no further restrictions.	•	Security staff cannot handle current problem, something needs to be done before someone is inadvertently killed.	•	Some submitters also put forward a range of alternative times	
			Alcohol harm decreases when trading hours are restricted - greatest impact amongst 15–29-year-olds.		ranging from 12am up to 6am.	
		•	Strong evidence demonstrating the impact of on-licensed trading hours on alcohol-related harm.			
		•	3am is too late - the compounding effects of fatigue and intoxication are creating an unsafe environment in the Tauranga CBD.			

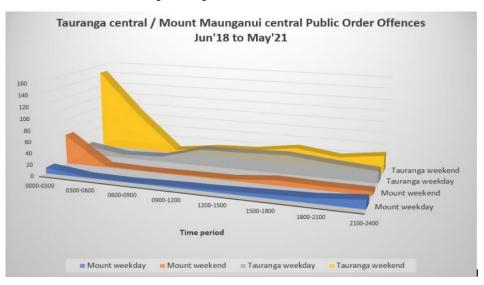
Table Six: Other final sales time put forward by submitters

Recommended final sales time	Number of submitters
11pm	2
Midnight	4
1am	15
2am	28
4am	1
6am	1

Available research

Evidence of harm in early mornings...

Analysis of public order offences in the city centre show peaks at midnight to 3am on the weekends (see graph below from the Western Bay of Plenty Police submission). Police also report that apprehension rates for roading operations are higher on Saturday nights with a noticeable increase from midnight through to 4am.



Impact of changing from 3am to 2am...

New Zealand research demonstrated that drinkers who bought alcohol after 2am from onlicences were 2.9 times more likely to drink high amounts of alcohol compared to those who purchased before 2am. They were also twice as likely to drink frequently.³⁰

Impacts from general reductions in final sales time...

Although no research could be identified specifically relating to the impact on alcohol related harm from moving from a 3am to 2am closing, there is research showing:

- Hospitalizations and assaults reduced significantly following restrictions on late night alcohol sales in New Zealand. Most significant amongst 15-29 years-olds who made up half of all hospitalisations.³¹
- Although only a small proportion of premises (1 per cent of alcohol shops, 9 per cent of supermarkets and 6 per cent of bars and night clubs) were affected by the national

³⁰ Casswell, S., Huckle, T., Wall, M., & Yeh, L.C (2014) International Alcohol Control study: pricing data and hours of purchase predict heavier drinking. *Alcoholism Clinical and Experimental Research*. 2014; 38(5):1425-31. https://www.hamilton.govt.nz/our-council/policies-bylaws-legislation/policies/Documents/LAP%20Handout%20-%20International%20Alcohol%20Control%20Study%2007-04-14.pdf

³¹. Connor, J., Maclennan, B., Huckle, T., Romeo, J., Davie, G., & Kypri, K. (2020). Changes in the incidence of assault after restrictions on late-night alcohol sales in New Zealand: evaluation of a natural experience using hospitalization and police data. Society for the Study of Addiction, 116, 788-798. https://doi.org/10.1111/add.15206

- trading hour restrictions set in the Act a significant gradual permanent decrease of 12.4 per cent was found for late-night assaults between 4am and 6am.³²
- 37 per cent decrease in assaults in Newcastle, Australia when premises reduced their trading hours (from 5am to 3.30am). No displacement to other neighbours or premises took place as a result of reducing hours in one particular area.³³
- An agent-based stimulation model suggests that restricting trading hours of licensed venues reduces rates of alcohol harm.³⁴
- A review of ten qualifying studies in high income countries concluded that increasing hours of sale by two or more hours increases alcohol related harm. Policies decreasing hours of sale by two or more at on-premises outlets may be an effective strategy for preventing alcohol related harm.³⁵
- Reducing on-licence trading hours in Timaru from 5am to 3am resulted in a 64% decrease in recorded violent assaults.³⁶

³² Huckle, T., Parker, K., Mavoa., S and Casswell, S., (2020) Reduction in Late-Night Violence following the Introduction of National New Zealand Trading Hour Restrictions https://onlinelibrary.wiley.com/doi/10.1111/acer.14285

 ³³ Kypri, K., Jones, C., McElduff, P., & Barker, D. (2011) Effects of restricting pub closing times on night-time assaults in an Australian city. *Addiction* 106(2), 303-310. https://doi.org/10.1111/j.1360-0443.2010.03125.x
 ³⁴ Atkinson. J., Prodan, A., Livingston., M., Knowles, D., O'Donell, E., Room, R., Indig, D., Page, A., McDonnell, G and Wiggers, J (2018) Impacts of licensed premises trading hour policies on alcohol related harms, Addiction Research Report https://iogt.org/wp-content/uploads/2018/07/Atkinson_et_al-2018-Addiction.pdf
 ³⁵ Hahn, R., Kuzara, J., Elder, R., Brewer, R., Chattopadhyay, S., Fielding, J., Naim, T., Tommey, T., Middelton, J., Lawerence, B and the Task Force on Community Preventive Services (2010) Effectiveness of Policies Restricting Hours of Alcohol Sales in Preventing Excessive Alcohol Consumption and Related Harms, Am J Preventive Medicine 2010 Dec; 39(6) 590-604 https://www.ncbi.nlm.nih.gov/pmc/articles/PMC3712516/
 ³⁶ NZ Police (2009) Policing Fact Sheet: Licensed premises trading hours. Prepared by Organisational Performance Group, Police National Headquarters.

Issue Six: One way door provision in the city centre

Proposal: Remove the one-way door provision

Submissions analysis

46 per cent of submitters agree, 34 per cent disagree and 19 per cent are neutral.

Table Six: Removing the one-way provision in the city centre

Results from consultation survey			
strongly agree	30%		
somewhat agree	16%		
neutral	7al 19%		
somewhat disagree	somewhat disagree 11%		
strongly disagree	23%		
Reasons for agreement	Reasons for disagreement	Other issues	
 Increased alcohol fuelled violence as people get angry when they cannot come in. Give business the best chance at profiting. Would cause people to hang around longer out of fear of not being able to re-enter. Impingement on freedom of movement. Proven not to work. People can be left outside alone and vulnerable. 	 Prevents fighting and tanked-up patrons going from door to door. Will increase harm. Will put bouncers and security staff under more pressure. Helps disperse departures. Prevents excessive drinking that ends up on the streets. 	Start earlier	

Available research

Assists Police in reducing harm

Police report 'The one-way door restriction set out in the LAP... has assisted in the reduction of alcohol related harm. The one-way door restrictions offer a simple effective method of lowering the risk of late night (pending premises closure) binge drinking. It also has the benefit of reducing the risk of people loitering outside licensed premises as they know they will not be admitted'.

Studies have mixed and inconclusive results..

Nepal et al's review of eight studies found two showed declines in assaults, one showed decline but only inside premises, two showed an increase and three showed no effect ³⁷.

Studies evaluating one-way door policies in Australia have shown:

 the introduction of a one-way door restriction in Newcastle reduced the incidence of assault by 37%³⁸; and

³⁷ Nepal S, Kypri K, Pursey K, Attia J, Chikritzhs T, Miller P. Effectiveness of lockouts in reducing alcohol-related harm: Systematic review. Drug Alcohol Rev. 2018;37:527–536.

³⁸ Kypri, K., Jones, C., McElduff, P., & Barker, D. (2011) Effects of restricting pub closing times on night-time assaults in an Australian city. *Addiction* 106(2), 303-310. https://doi.org/10.1111/j.1360-0443.2010.03125.x

 a five year follow up study showed that these results were maintained. However, it also found no evidence that the one-way door and other management strategies were effective in nearby Hamilton.³⁹

Evaluation on the one-way door policy implemented in Whangarei CBD⁴⁰: 'Cannot definitively conclude from the quantitative analysis that the one-way door policy has decreased Police calls-for-service or observed antisocial behaviour in the Whangarei CBD. However, the qualitative evidence based on the observations of those who are likely to be best able to evaluate the on-the ground reality of the implementation and effects of the policy, suggests that the overall impacts have been positive.'

Evaluation of the Christchurch one-way door intervention in 2008 found that while there was no overall reduction in alcohol related crime in the inner city, there were reductions in some subsets of crime – offences on Saturday-Sunday night decreased by 4 per cent and serious violence offences were decreased by 22 per cent. It also showed that the one-way door intervention relied on effective working relationships by all parties.⁴¹

³⁹ 5. Kypri, K., McElduff, P., & Miller, P. (2014). Restrictions in pub closing times and lockouts in Newcastle, Australia five years on. Drug and Alcohol Review. Doi: 10.1111/dar.12123.

⁴⁰ Cameron, M., Brown, J., Cochrane, W and Robertson., N (2018) An evaluation of the Whanagarei one-way door policy, University of Waikato commissioned research report.

⁴¹ Kirkwood, L and Parsonage, P (2008) Evaluation of the Christchurch city one-way door intervention

Issue Seven: Discretionary conditions for off-licensed premises

Proposal: Add a range of discretionary conditions

Submission analysis

Mixed views with more submitters agreeing

46 per cent of submitters agree, 38 per cent disagree and 16 per cent are neutral (see table seven).

Some misunderstanding around discretionary conditions...

Some submitters wanted more detail on the specific conditions being proposed. These were set out in the revised draft LAP but as there were nine proposed conditions, they were not directly listed in the survey question itself.

Comments from a few submitters who disagree with the proposal indicate that they may support the intention of the conditions. For example:

'Discretionary power is never attractive make it law instead and enforce it' submission 032

'Operators need to be held to account much more with tighter rules' submission 047

Table Seven: Discretionary conditions for off-licensed premises

Results from consultation survey			
strongly agree	34%		
somewhat agree	12%		
neutral	16%		
somewhat disagree	15%		
strongly disagree	25%		
Reasons for agreement	Reasons for disagreement	Other issues	
 More accountability. 	Discretionary power is never	 More detail on conditions. 	
Reduced harm.	attractive - make it law and enforce this instead.	Need support team on hand 24/7 include counsellor, doctor,	
	Rules should be the same	security, and addiction expert.	
	for all.	Alcohol marketing needs to be	
	Operators need to be held to account much more.	addressed including the banning of free samples in stores.	
	Already enough restrictions.	Control the amount of alcohol	
	Education is what is needed.	advertising visible within 500m from schools and early childhood facilities.	
	 Some conditions will cause more harm e.g. not being able to buy a single can of beer means buying a 6 pack and drinking that in 1 night. 	Single cases conditions to include 500ml or less.	
		Must have a range of zero alcohol beverage options.	
	Craft beer is difficult to define.	Prohibition of buy now pay later services.	

PROPSED DRAFT LOCAL ALCOHOL POLICY



Policy type	City		
Authorised by	Council		
First adopted	22 July 2015	Minute reference	M15/49.13
Revisions/amendments		Minute references	
Review date			

1. PURPOSE

- 1.1 To provide guidance to the licensing committee and licensing authority regarding:
 - The trading hours of licensed premises
 - · The further issuing of licences
 - One-way door restrictions
 - Discretionary conditions.

2. SCOPE

2.1 This policy applies to Tauranga City.

3. **DEFINITIONS**

Term	Definition	
Act	The Sale and Supply of Alcohol Act 2012	
Bottle store	An off-licensed premise being a retail premise where (in the opinion of the licensing authority or licensing committee concerned) at least 85% of the annual sales revenue is expected to be earned from the sale of alcohol for consumption somewhere else (refer section 32(1)(b) of the Act).	
City Plan	The Tauranga City Council's operative City Plan.	
	A body that:	
Club	(a) is a body corporate having as its object (or as one of its objects) participating in or promoting a sport or other recreational activity, otherwise than for gain; or	
	(b) is a body corporate whose object is not (or none of whose objects is) gain; or	

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	(c) holds permanent club charter. (Refer section 5 of the Act.)
Council	Tauranga City Council or any Committee, Sub Committee or elected member of Council or officer or other person authorised to exercise the authority of Council.
	Premises used or intended to be used in the course of business principally for providing to the public:
Hotel	(a) lodging; and
	(b) alcohol, meals, and refreshments for consumption on the premises. (Refer section 5 of the Act.)
Licensing authority	The Alcohol Regulatory and Licensing Authority continued in existence under section 169(1) of the Act.
Licensing committee	The District Licensing Committee established under section 186 of the Act, relevant to the licence or matter under consideration.
Off-licence	A licence for premises where the licensee can sell alcohol for consumption somewhere else.
On-licence	A licence for premises where the licensee can sell alcohol for consumption on the premises or can let people consume alcohol on the premises. For the avoidance of doubt, on-licences includes club licences per section 21 of the Act.
	Relates to a licence, a requirement that, during the hours stated in the restriction:
One-way door restriction	(a) no person is to be admitted (or re-admitted) into the premises unless he or she is an exempt person; and
	(b) no person who has been admitted (or re-admitted) into the premises while the restriction applies to the licence is to be sold or supplied with alcohol. (Refer section 5 of the Act.)
Tauranga City Centre	For the purposes of this policy, the area indicated in Attachment 1 to this policy.
Tavern	(a) premises used or intended to be used in the course of business principally for providing alcohol and other refreshments to the public; but (b) does not include an airport bar. (Refer section 5 of the Act.)

4. PRINCIPLES

- 4.1 To minimise alcohol-related harm in Tauranga City.
- 4.2 To contribute to Tauranga City being an inclusive city.a safe and healthy city.
- 4.3 To reflect local communities' character, amenity, values, preferences and needs.
- 4.4 To encourage licensed premises to foster positive, responsible drinking behaviour.

5. Off-licenses

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5.1. Maximum licensed hours

Maximum licensed hours for off-licences shall be 7am 10am to 10pm.

5.2 Where premises can be located

No new licences issued for bottle stores located within suburbs with a social deprivation index of 7 or more. This does not apply to new licences for an existing premises that has been sold, or for an existing premises that relocates to a new site within the **same area of deprivation** suburb.

5.3 Discretionary Conditions

The following discretionary conditions have been identified for consideration by the District Licensing Committee when issuing and renewing licences for off-licensed premises:

- Signs detailing statutory restrictions on the sale of alcohol to minors and intoxicated persons adjacent to every point of sale;
- The maintenance of an alcohol-related incidents book;
- The installation and operation of CCTV cameras on the exterior of, and within, premises;
- Provision of effective exterior lighting;
- No single sales of beer or ready to drink spirits (RTDs) in bottles, cans or containers
 of less than 440 mls in volume may occur except for craft beer
- · Restrictions on single sales
- No single sales of shots or premixed shots;
- Restrictions on sales based on the type of product and/or its price;
- Restrictions on the display of RTDs at principal entrance to the store or within 3 meters of the front window; and
- Restrictions on the display of product or price specials,

6. On-licences

6.1 Maximum licensed hours – excluding the Tauranga City Centre

 Maximum licensed hours for all on-licences in Tauranga (excluding the Tauranga city centre) shall be 9am to 1am the following day.

6.2 Maximum licensed hours – Tauranga City Centre

 Maximum licensed hours for all on-licensed premises in the Tauranga city centre shall be 9am to 3am the following day.

6.3 Where premises can be located

 No new on-licensed premises will be established in areas zoned 'industrial' in the City Plan.

5.1.1 One-way door restrictions

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 Any on-licensed premises licensed until after 2am shall have a one-way door restriction in place from 2am.

6.4 Discretionary conditions

The following discretionary conditions have been identified for consideration by the District Licensing Committee when issuing and renewing licences for on-licensed premises: including on-licences issued to clubs:

- patron number to security ratio
- patron number to bar manager ratio
- provision of additional security (staff) after 11pm
- the installation and operation of CCTV cameras on the exterior of, and within, premises
- provision of effective exterior lighting
- restrictions on the size (e.g. 'doubles') and time of 'last orders;
- management of patrons queuing to enter the licenced premises
- restriction on the use of outdoor areas after 10pm
- provision of seating i.e. no vertical drinking zones within the licence-to-occupy area (i.e.: all LTO areas are seated only at all times)
- no serving in glass containers at specified times
- no shots or particular types of drinks to be served after specified times
- · a restriction on the number of drinks per customer
- restrictions on permitted drinking vessels
- no alcohol service for a specified time before the closing the licensed premises
- provision of transport for patrons
- acoustic design certificate required if an existing tavern is the subject of complaints
- acoustic design certificate required for all new on-licenced and club premises with a residential boundary within 500 metres and an outside area operating after 11pm.

The above conditions would apply to all types of on-licence premises.

7. Club licences

7.1 Maximum licensed hours – excluding the Tauranga City Centre

 Maximum licensed hours for all club licences in Tauranga (excluding the Tauranga city centre) shall be 9am to 1am the following day.

7.2 Maximum licensed hours – Tauranga City Centre

 Maximum licensed hours for all club premises in the Tauranga city centre shall be 9am to 2am the following day.

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7.3 One-way door restrictions

 Any club licensed until after 1am shall have a one-way door restriction in place from 1am.

7.3 Discretionary conditions

The following discretionary conditions have been identified for consideration by the District Licensing Committee when issuing and renewing club licences:

- patron number to security ratio
- patron number to bar manager ratio
- provision of additional security (staff) after 11pm
- the installation and operation of CCTV cameras on the exterior of, and within premises
- provision of effective exterior lighting
- restrictions on the size (e.g. 'doubles') and time of 'last orders
- management of patrons queuing to enter the licenced premises
- restriction on the use of outdoor areas after 10pm
- provision of seating i.e. no vertical drinking zones within the licence-to-occupy area (i.e.: all LTO areas are seated only at all times)
- no serving in glass containers at specified times
- no shots or particular types of drinks to be served after specified times
- a restriction on the number of drinks per customer
- restrictions on permitted drinking vessels
- no alcohol service for a specified time before the closing the licensed premises
- provision of transport for patrons
- acoustic design certificate required if an existing tavern is the subject of complaints
- acoustic design certificate required for all new on-licenced and club premises with a residential boundary within 500 metres and an outside area operating after 11pm.

8 Special Licences

8.1 Discretionary conditions

The following discretionary conditions have been identified for consideration by the District Licensing Committee when issuing special licences, including special licences issued to clubs:

number of 'responsible persons' or certified Duty Managers to be present

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- specify locations Managers to be present at. (e.g.: at point of sale, anywhere else on site that their presence would be beneficial)
- free water to be available
- limit on number of drinks to be sold in one transaction
- drink containers to be opened at point of sale
- no high alcohol doubles or shots to be sold
- specify security staff number required and their location (Guard to patron ratio)
- specify event staff to wear high viz clothing
- specify containers alcohol may be sold in
- condition to ensure Police reserve rights to require earlier cessation of licence hours by request to the licensee and reduce number of sales and slowing of service
- limits on promotion of alcohol
- require one way door procedure
- limits as to noise from event
- lighting requirements
- consideration of having specific 'licenced area' within an overall 'event area' this will help restrict movement of patrons with alcohol inside the event and be
 easier to monitor for event staff and Police/Licensing Inspectors
- the above conditions apply to both on-site and off-site special licences.

9. RELEVANT DELEGATIONS

9.1 This policy is delegated to the licensing committees and licensing authority to implement as appropriate.

10. REFERENCES AND RELEVANT LEGISLATION

10.1 Sale and Supply of Alcohol Act 2012

11. ASSOCIATED POLICIES/PROCEDURES

- 11.1 Alcohol Bylaw 2018
- 11.3 Street use and Public Places Bylaw 2018

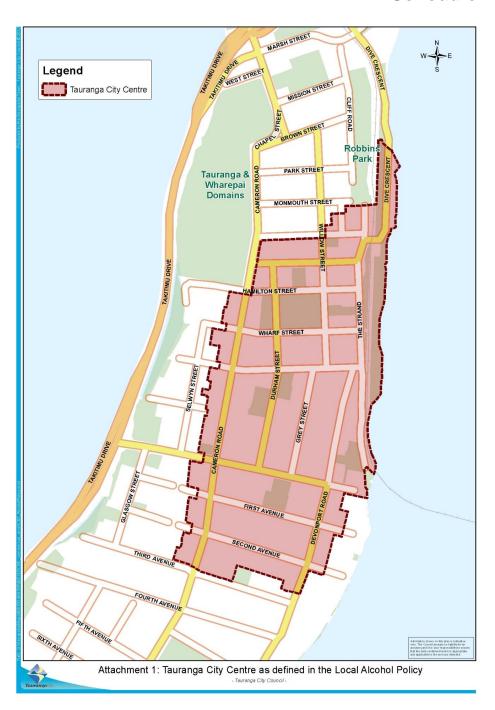
12. SCHEDULES

Schedule 1 – Tauranga City Centre as defined in the Local Alcohol Policy.

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Schedule 1



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9.3 Adoption of Mount to Arataki Spatial Plan

File Number: A15148099

Author: Carl Lucca, Team Leader: Urban Communities

Authoriser: Christine Jones, General Manager: Strategy, Growth & Governance

PURPOSE OF THE REPORT

1. This report presents 'Mount to Arataki Spatial Plan – Te Mahere ā-Takiwā o Mauao ki Arataki' for adoption.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Adoption of Mount to Arataki Spatial Plan".
- (b) Adopts the 'Mount to Arataki Spatial Plan Te Mahere ā-Takiwā o Mauao ki Arataki' in Attachment A, to guide development and investment prioritisation in the Mount to Arataki area.
- (c) Delegates to the General Manager: Strategy, Growth and Governance to approve any necessary or minor amendments to the spatial plan including to ensure alignment and consistency with the following projects (as endorsed by Council):
 - (i) Plan Change 33 Enabling Housing Supply
 - (ii) Connecting Mount Maunganui Indicative Business Case.

EXECUTIVE SUMMARY

- 2. This report provides an overview of the Mount to Arataki Spatial Plan (MSP), including:
 - (a) The background and strategic context
 - (b) Interrelated projects
 - (c) An overview of the MSP preparation process
 - (d) A summary of MSP key directions
 - (e) A brief summary of consultation and engagement outcomes
 - (f) Next steps.
- 3. The full MSP is attached as **Attachment A**.
- 4. The MSP covers the area from Mauao through to Arataki and includes the areas of Mount North, Omanu, Central Parade, Maunganui Road, Arataki/Bayfair, Whareroa, and the Mount Industrial area.
- 5. Tauranga and the western Bay of Plenty will continue to experience rapid growth. The Mount to Arataki area is currently home to 23,300 people (14.5% of Tauranga's population) and is expected to grow to 27,700 people by 2058 (approximately 2,600 more dwellings). The Mount to Arataki area is well placed to support this growth due to its central location, proximity to the water, green spaces, and commercial/retail centres, all of which make it a great place to live.
- 6. The MSP sets out a vision and framework for how and where growth will occur in Mount to Arataki between 2023 and 2050, supporting 'unique, liveable, connected and healthy neighbourhoods, with a focus on the following key outcomes:

- (a) Fostering a thriving Mount to Arataki community that centres on manaaki tangata (care for people), emphasising wellbeing and health of the community and environment, and the unique cultural heritage and local identity
- (b) Providing opportunities for housing to better meet our social and economic needs
- (c) Improving accessibility and movement
- (d) Proactively managing natural hazards and land use activities to enhance the wellbeing of our community
- (e) Supporting an economically productive, healthy and connected industrial area that fits with the surrounding environment and communities.
- 7. These outcomes are supported by 'key directions' will be delivered through the MSP 'Action Plan', with a focus on the next 10 years, enhancing the community wellbeing of the people who live, work, play and visit the area, now and in the future.
- 8. The MSP also brings together the outcomes and relevant actions of recent planning processes and projects, including:
 - (a) The Mount Industrial Planning Study (MIPS)
 - (b) Plan Change 33 Enabling Housing Supply (PC33)
 - (c) Connecting Mount Maunganui (CMM) Indicative Business Case for Hewletts Road, Totara Street and Maunganui Road.
- 9. The outcomes and actions within the MSP are consistent with the draft 2024-34 Long Term Plan (LTP), proposed to be approved on 22 April 2024. The draft 2024-34 LTP includes significant investment to support projected growth in the MSP area, including outcomes relating to movement, open space and public realm, stormwater resilience, and cultural outcomes.

STRATEGIC CONTEXT

- 10. The MSP is aligned with, and delivers on, strategic planning initiatives for the western Bay of Plenty subregion and Tauranga City Council's Strategic Framework.
- 11. SmartGrowth's Urban Form and Transport Initiative (2020) and the more recent draft SmartGrowth Strategy 2023 adopts a 'connected centres' approach for the growth and urban form of the subregion. These strategies identify the Te Papa peninsula, Ōtūmoetai peninsula and Mount to Arataki coastal strip as critical areas to provide for residential growth and intensification, and include a focus around the following concepts:
 - (a) Increasing the number of dwellings by intensifying around key centres and transport corridors in existing and new urban areas in order to maximise the land available for development and support a well-functioning multimodal transport system
 - (b) Providing improved accessibility to local social and economic opportunities within a 15-minute journey time, and sub-regional social and economic opportunities within 30-45 minutes, to encourage strong local centres and connected neighbourhoods.
- 12. The Tauranga City Council Strategic Framework provides a framework of strategies and action and investment plans (AIPs) to support the implementation of the vision for Tauranga and associated Long Term Plan (LTP) community outcomes. This includes the 'connected centres' approach identified in Urban Form and Transport Initiative and the draft SmartGrowth Strategy 2023.
- 13. Within Council's Strategic Framework, the MSP sits under the 'Tauranga Tātaitia rā we are a well-planned city' community outcome and weaves through aspects of sustainability, te ao Māori, and how we contribute to the region. There are also links to other AIPs adopted and currently under development, such as the Reserves and Open Space, Accessible Tauranga, Nature and Biodiversity, and Climate AIPs.

INTERRELATED PROJECTS

14. A number of significant projects within the Mount to Arataki area provide direction for growth and movement. These are outlined as follows.

Plan Change 33 (PC33) – Enabling Housing Supply

- 15. PC33 gives effect to Policy 3 in the National Policy Statement on Urban Development (NPS-UD) which requires Council to provide height and density around identified commercial centres to enable residential intensification.
- 16. The MSP commenced following the notification of PC33 and therefore seeks to support the residential land use outcomes anticipated through PC33 and the direction of the NPS-UD. PC33 proposes to enable residential intensification within and around the Mount Maunganui North town centre, Bayfair town centre and Central Parade local centre, and elsewhere through the medium density residential provisions.
- 17. The draft MSP land use layer, particularly as it relates to proposed future residential zoning, reflects the extent of intensification recommended in the s.42A report for PC33. If the PC33 decisions differ from the proposed zoning, then this will be reflected in the final MSP.

Mount Industrial Planning Study

- 18. The MIPS provides a programme of actions for the future of the industrial area, having considered the issues, concerns and requirements of all stakeholders. Those issues include future land use, cultural and social impacts, natural hazards, air quality, transportation, and economic growth. Engagement was undertaken with mana whenua, businesses, local and central government agencies and other stakeholders to identify options to address the issues related to the Mount Maunganui Industrial area.
- 19. Key actions from the Mount Industrial Planning Study have been incorporated into the MSP. The spatial plan seeks to ensure that industrial land in the Mount Maunganui area meets the future economic, environmental, and social needs of our city.
- 20. At the 4 December 2024 meeting, the Committee was asked to consider the outcomes of the Mount Industrial Planning Study (MIPS) and to endorse the vision, objectives and key interventions for the future of the industrial area. The resolutions of that meeting (SFR9/23/7) are attached as **Attachment B** to this report.
- 21. The Committee resolved to introduce changes to the operative Tauranga City Plan to regulate and better manage future land use activities within the Mount industrial area to improve environmental and cultural well-being outcomes, while recognising existing use rights of businesses and providing for their future operation. This included:
 - (a) Maintaining industrial land uses within the identified interface areas, with a progressive transition to lighter industry over the longer term
 - (b) Recognising existing use rights of businesses and providing for their future operation
 - (c) Reducing effects on sensitive land uses and not permit any new emitting industries within the Whareroa and Newton Road/MacDonald Street interface areas.
- 22. Council's policy response is proposed to be reflected in the proposed commercial and industrial zone plan change, through the City Plan work programme also endorsed by the Committee on 4 December 2024.

Connecting Mount Maunganui Indicative Business Case

- 23. The CMM project is about developing a long-term plan for the Mount Maunganui area transport system, including State Highway 2 / Hewletts Road, Totara Street, and Maunganui Road. The project seeks to identify solutions to increase travel reliability for people and goods, improve transport choices (public transport and active modes), improve safety, and deliver better environmental outcomes.
- 24. An Indicative Business Case (to be followed by a Detailed Business Case) has been prepared by New Zealand Transport Agency Waka Kotahi in conjunction with mana whenua,

Tauranga City Council and Bay of Plenty Regional Council Toi Moana (Regional Council) and identifies programme interventions to 'maximise the movement of people and goods whilst improving safety and environmental outcomes for all customers', taking a whole of network approach (i.e. including consideration of improvements to all modes on both the state highway and local road network).

Accessible Streets

- 25. The Accessible Streets programme aims to make it safer and easier for people to get around as the city is growing. The Accessible Streets programme will help people in the Mount to Arataki area by providing sustainable and people-focused options to get around. The programme is currently envisaged to be delivered through a number of phases¹⁰:
 - (a) 2024 onwards: ongoing improvements (citywide) with a focus on responding to safety and areas of high demand (e.g., school routes)
 - (b) 2034 onwards: delivery of the Accessible Streets Mount to Arataki Programme area.

MOUNT TO ARATAKI SPATIAL PLAN

Overview

- 26. The MSP seeks to deliver a 30-year blueprint that provides strategic direction for growth of the area, forming the basis for the coordination of decision making within and across multiple agencies in a growth context. The spatial plan creates an integrated land use and transport network for the local area that connects with the wider city, supported by public amenities, including a future implementation programme to achieve the intended outcomes.
- 27. The MSP includes an Action Plan with a focus on delivery over the coming 10 years, which has assisted to inform the draft 2024-34 LTP, and will inform subsequent future LTPs. The draft 2024-34 LTP includes significant investment to support projected growth in the MSP area. In particular, this includes investment to support outcomes relating to movement, open space and public realm, stormwater resilience, and cultural outcomes.
- 28. The MSP is designed for all audiences, from stakeholders and investors to the wider community, to engage with the material and be informed on the action and investment, current and future.
- 29. The MSP focuses on the following matters, to support the existing community and as it grows in the future:
 - (a) The wellbeing of our communities as they continue to grow
 - (b) The way we move around
 - (c) Culture and heritage
 - (d) The natural environment and the features we want to protect
 - (e) Public open space: playgrounds, parks, and community facilities
 - (f) The shopping, entertainment, and business centres; and
 - (g) How to manage the different land uses and their interfaces, including industrial, residential, and commercial.

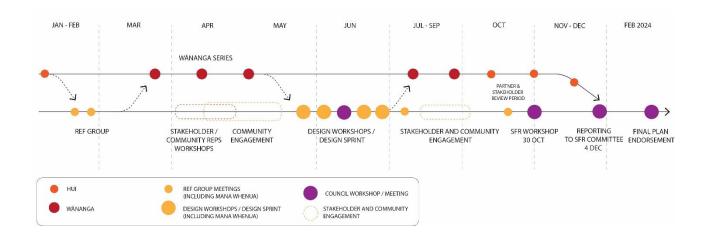
Preparation of the spatial plan

30. Preparation of the MSP has included a wide range of inputs and expertise relating to the following areas:

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¹⁰ The phasing acknowledges recent changes to the Accessible Streets programme responding to central government priorities signalled through the draft Government Policy Statement on Land Transport (GPS). The programme and overall rate of delivery will be subject to outcomes of the GPS and subsequent National Land Transport Fund 10-year planning.

- (a) Urban design, public realm and place making, including consideration of culture and identity
- (b) Transport planning, transportation and land use integration
- (c) Land use planning (working with the Plan Change 33 team)
- (d) Infrastructure planning, including stormwater
- (e) Communications and engagement
- (f) Other specialised technical inputs, as required.
- 31. The MSP was prepared over a 16-month period, with key stages of the process including:
 - (a) Stage 1 Planning and Analysis: October 2022 to January 2023
 - (b) Stage 2 Workshops Problem definition and outcomes (benefits) sought; stakeholder and community engagement: January 2023 to April 2023
 - (c) Stage 3 Option development: April 2023 to July 2023
 - (d) Stage 4 Stakeholder and community engagement on outcomes and development of 'intervention options': July 2023 to October 2023.
 - (e) Stage 5 Final draft of Spatial Plan available for partner and stakeholder feedback and Commissioner decision-making: November 2023 to February 2024
- 32. Key steps in the process, including the parallel mana whenua workstream, are outlined in the project timeline below:



Partnership and engagement

- 33. Implementation of the MSP will require contributions from a wide range of partners, organisations and individuals. Some actions have funding and others will be considered as part of other funding processes, such as the Council's Long-term Plan process. There will also be ongoing consultation and engagement required with mana whenua, stakeholders and the community on project specific basis.
- 34. Throughout this process, engagement with partners, key stakeholder and community inputs has contributed to the overall outcomes, as well as building institutional knowledge, understanding and enduring partnerships to assist in ongoing delivery. This has included tailored partnership and engagement as follows:
 - (a) **Mana whenua engagement** tailored to and informed by preferences of mana whenua for engaging on the MSP.
 - (b) **Reference Group engagement** bringing together partners and key stakeholders who have ability and / or mandate to inform the spatial plan, and to contribute to implementing it (via investment, policy and / or community and business social license).

- (c) **Subject Matter Expert Group inputs** officers and officials from government entities and key stakeholders (including technical and advisor advice from the private sector) throughout the process and as part of key workshops.
- (d) Community and Business Stakeholder Group workshops and engagement Community interest and business representative groups spanning all dimensions of interests in the Mount to Arataki area (e.g. youth, mobility, special interest, industry).
- (e) **General Community input** public wide opportunities to be informed and contribute feedback on the spatial plan.
- 35. Further detail in relation to consultation and engagement outcomes is outlined below.

Mana whenua partnership

- 36. The MSP has been developed in partnership with mana whenua. A series of wānanga and hui have been held with invitations to representatives from Ngāi Te Rangi, Ngāti Ranginui, Ngāti Pūkenga, Ngāti Kuku, Ngāti Tapu, Ngāi Tukāirangi, Ngā Potiki, and Waitaha iwi and hapū.
- 37. A key focus of the mahi and wānanga undertaken throughout the project with mana whenua has been developing cultural principles (based on tea o Māori values) and a Takiwā and Wāhi map to support future projects. Mana whenua input into the process has also assisted to identify projects with specific cultural outcomes for Mount to Arataki area as well as providing input into the wider outcomes and projects.
- 38. Further detail in relation to mana whenua aspirations is contained within the MSP.

Document structure and content

- 39. The structure and content of the document is outlined as follows:
 - (a) **Section 1 Understanding Mount to Arataki:** Provides an overview of the spatial plan area and context, including key challenges and opportunities.
 - (b) **Section 2 Aspirations of Mount to Arataki Hapū:** An overview of the local iwi and hapū values and aspirations for the area.
 - (c) Section 3 Strategic context: Identifies the strategic context to the spatial plan.
 - (d) **Section 4 Engagement Our Journey Together:** Summarises the engagement approach and feedback from our partners, stakeholders and community.
 - (e) **Section 5 Mount to Arataki Outcomes:** Identifies the 'outcomes' we expect to see as growth occurs. These are:
 - (i) Foster a thriving Mount to Arataki community that centres on manaaki tangata (care for people), emphasising wellbeing and health of the community and environment, and the unique cultural heritage and local identity
 - (ii) Provide opportunities for housing to better meet our social and economic needs
 - (iii) Improve accessibility and movement
 - (iv) Proactively manage natural hazards and land use activities to enhance the wellbeing of our community
 - (v) Support an economically productive, healthy and connected industrial area that fits with the surrounding environment and communities.
 - (f) **Section 6 Unique, Liveable, Connected, Healthy Neighbourhoods:** Outlines the 'key directions' we will take to achieve the outcomes, themed around unique, liveable, connected and healthy neighbourhoods.
 - (g) **Section 7 Neighbourhood-based Action Plan:** Sets out a neighbourhood-based programme of 'actions' in the form of projects and further planning work required over the next 30 years (with a focus on the next 10 years) to deliver the spatial plan outcomes and directions. Includes timeframes, owners, indicative costs and location of

actions. It includes detail on specific components of the actions, timing, location, and who we will partner with to deliver on them.

Prioritisation of Actions

- 40. Actions have been prioritised taking into account the extent to which they:
 - (a) Are required to support the existing community as well as future growth and the demands of changes in housing patterns
 - (b) Respond to historic service level deficiencies or gaps
 - (c) Support Tauranga City Council's Strategic Framework, the spatial plan's key directions (refer below)
 - (d) Contribute to climate change mitigation, adaption and/or resilience
 - (e) Are supported by community and tangata whenua (based on engagement feedback)
 - (f) Consider capital and operational costs and value for money
 - (g) Are funded in the 2021-2031 LTP and/or whether potential for external funding exists (i.e. Waka Kotahi FAR subsidy)
 - (h) Are consistent with the outcomes and relevant actions of other planning processes and projects, including:
 - (i) The Mount Industrial Planning Study;
 - (ii) Plan Change 33 Enabling Housing Supply; and
 - (iii) Connecting Mount Maunganui Indicative Business Case.

SUMMARY OF KEY DIRECTIONS

- 41. This section provides a summary of key directions relating to each of the neighbourhoods which, alongside the MSP outcomes sought, provide the directional basis for actions proposed.
- 42. Key directions for **unique neighbourhoods** include:
 - (a) Acknowledge and showcase the cultural history of the Mount to Arataki, including information and education on cultural landmarks.
 - (b) Continue to work with the community to understand local values and needs that respond to and enhance local identity (such as the surf and beach culture), diversity and inclusiveness in these communities.
 - (c) Work with tangata whenua to:
 - (i) Recognise tangata whenua leadership and enable opportunity for hapū and iwi to realise their role as kaitiaki;
 - (ii) Embed Mātauranga Māori in projects;
 - (iii) Embed te ao Māori principles into urban planning outcomes; and
 - (iv) Integrate a Māori world view into future projects by applying principles established by tangata whenua.
- 43. Key directions for **liveable neighbourhoods** include:
 - (a) Support walkable neighbourhoods where people can live, learn, work and play within a short journey of their home.
 - (b) Support the growth of commercial centres so that they are accessible, safe and offer events, amenities and activities for people of all ages and abilities.
 - (c) Develop a transition between industrial and other land uses with physical separation distances, visual screening, plantings and green space, to minimise the impacts of industrial activities on residents and visitors.

- (d) Recognise the inherent differences between communities, with a greater focus on visitor at Mount Maunganui, and community outcomes in the Omanu, Arataki and Whareroa areas.
- (e) Provide infrastructure to support growth, including stormwater, water and wastewater infrastructure renewals.

44. Key directions for **connected neighbourhoods** include:

- (a) Provide safe and easy to use transport options, including cycling, walking and public transport, and the infrastructure needed to support these, particularly along the Central Maunganui Road corridor.
- (b) Prioritise commercial and freight vehicle movements, to and within the industrial area, to improve wider environmental and amenity outcomes.
- (c) Support a local connected centres network, including neighbourhood centres along Ocean Beach Road and the three key commercial centres Mount North, Central Parade / Omanu and Arataki / Bayfair; between the Industrial employment) area and residential areas; and with local amenities such as the beach.

45. Key directions for **healthy neighbourhoods** include:

- (a) Minimise the impacts of polluting industries to people and to the natural environment in the Mount to Arataki area.
- (b) Improve access to green space and the beach to encourage play and recreational opportunities and connection to the natural environment.
- (c) Enhance existing public places and community facilities, and provide for new ones as needed to foster community connections and give people a safe place to meet.
- (d) Enhance and protect the natural environment, including the urban green network and preservation of dunes and the beach, noting this is an essential part of the community identity and culture (including health of the moana and whenua).
- (e) Understand and build resilience to climate change and natural hazards through innovative tools such as Dynamic Adaptive Policy Pathways (DAPP, an approach that develops a series of actions over time).

FINANCIAL CONSIDERATIONS

- 46. The associated table of actions and programmes of work included in the MSP has proposed timeframes and indicative costs. The programme of work includes actions that are funded through the current Long Term Plan, as well as projects where funding is to be confirmed. If there is no committed funding, indicative cost ranges are provided for the actions.
- 47. Further investigation of project costs and refinement of timing of the MSP Action Plan will occur in conjunction with the partner lead agencies and internal business activities, as part of the preparation proposed projects and in preparation of future LTPs. Consideration will be given to other city-wide priority areas through this process.

LEGAL IMPLICATIONS / RISKS

- 48. The implementation of the MSP relies on stakeholders, partnerships with mana whenua and the community, through execution of the projects, delivered by Council, Central Government and/or the private investment sector.
- 49. Legal implications and risks of individual projects will be identified through the detailed project planning phases, and as the programme of work in the MSP is implemented.

CONSULTATION / ENGAGEMENT

50. Engagement was undertaken with mana whenua, the community and stakeholders to identify key issues and opportunities, and create a shared vision for Mount to Arataki that supports the wellbeing and liveability of existing and future communities. In this regard, the

- spatial plan reflects the community's needs and aspirations, as broader strategic drivers such providing for growth in and around centres.
- 51. The Mount to Arataki Spatial Plan Engagement Summary Report was reported to the Strategy, Finance and Risk Committee on 4 December 2024 as part of the Growth and Land Use Projects Progress Report. The engagement report can be viewed on Council's MSP webpage.

Community Engagement

- 52. Community engagement was undertaken as part of the initial analysis stage of the project, and during the later stages of the project to receive feedback on proposed actions. Both stages included a variety of engagement methods including on-line surveys; use of the Social Pinpoint mapping tool (stage 2); in-person pop-ups and drop-in sessions; on-line webinars; sessions with schools; stakeholder workshops; and one-to-one meetings.
- 53. The first round of engagement was held from 13 March to 10 April 2023. It focused on understanding the values of the community, what they wanted to see in the future, and what matters most to them. A significant volume of feedback was provided across all engagement activity, including 932 survey responses (8,000 comments). Key themes included:
 - (a) A desire for more public amenities like rubbish bins, toilets, showers, seating, barbeques and shade sails
 - (b) Maintaining access to the beach while preserving the coastal environment
 - (c) The need for safer roads, separated cycle and pedestrian infrastructure, and traffic calming measures like roundabouts and speed bumps
 - (d) Crime reduction and personal safety, particularly in the Bayfair and Arataki area
 - (e) Parking and accessibility at key centres
 - (f) Managing traffic congestion across the network, including traffic generated by the industrial area
 - (g) The risk of natural hazards and climate change related impacts including flooding, sea level rise, and tsunami
 - (h) Amenity and air, noise and water pollution associated with the industrial area.
- 54. The second stage of public engagement aimed to get feedback from the public on 22 actions that had been identified through the spatial plan design process. The actions were identified from a long list of interventions, and focused on the Unique, Liveable, Connected, Healthy neighbourhoods.
- 55. There was strong support for proposed interventions related to:
 - (a) Improving air quality in Mount Maunganui
 - (b) Improving walking and cycling connections and safety
 - (c) Extending the coastal path/boardwalk
 - (d) Enhancing nature, biodiversity, and amenity in the industrial area.
- 56. Feedback showed concern for:
 - (a) Providing housing choice along Maunganui Road
 - (b) Visitor accommodation in Mount North
 - (c) Projects that may result in a conflict of land use, particularly ongoing industrial activity near residential land use, and residential and evening hospitality activity.

Mana whenua

57. A key focus of the mahi and wānanga undertaken throughout the project with mana whenua has been identifying the Mount to Arataki Spatial Plan cultural values to support future projects. Mana whenua worked through a series of wānanga to ascertain place-based values

(tātai kōrero) in the Mount to Arataki area, sharing insight and understanding. Guiding principles (ngā uara me ōna whakamārama) were identified to underpin future engagement and future projects with tangata whenua and the desired outcomes (ngā mahi whakawhanake).

- 58. Mana whenua input into the process has also assisted to identify specific historical cultural areas, informing the takiwā mapping.
- 59. The Tauranga Moana Design Principles (adopted by Te Rangapū Mana Whenua o Tauranga Moana Partnership and Tauranga City Council, 2017) provide the overarching framework and starting point for the Mount to Arataki area cultural principles.
- 60. Through the spatial plan and other projects, mana whenua (and representatives of the community) have also provided clear feedback that the current effects from activities in the Mount Maunganui Airshed on people's health and the environment are not being addressed and, therefore, they support greater land use controls, with emitting industrial activity removed. They have also identified concerns over noise, traffic, safety, hazard risks, visual amenity impacts and pollution of waterways and Te Awanui (Tauranga Harbour).
- 61. An aspect of this spatial plan and related mahi has been on what can be done to respond to issues identified by Whareroa marae hau kāinga (the home people), mana whenua and the wider community. Outcomes of the MIPS incorporated into the spatial plan are key component of responding to these issues.

Stakeholder engagement

- 62. Partner and stakeholder engagement included a series of topic-based workshops designed to acknowledge previous work, and to consider the current opportunities and challenges in the Mount to Arataki area. The workshops held were on urban form, movement, and amenities, followed by a review workshop.
- 63. The workshops were attended by mana whenua, Waka Kotahi, Regional Council, Ministry of Education, Priority One, Toi te Ora, Sport Bay of Plenty, Mount Business Association, and other key stakeholders. Specific workshops were also held with stakeholders for the Mount industrial area in relation to the MIPS.
- 64. There were also several follow up workshops with key stakeholders to develop the specific actions and projects required to implement the future vision for the MSP.
- 65. Community groups such as Clear the Air consider that the adverse effects from activities in the Mount Maunganui Airshed on people's health and the environment are not being addressed and support greater land use controls, with emitting industrial activity removed.
- 66. Key businesses have also attended the stakeholder workshops, and a number of workshops occurred have occurred with a Mount industrial business working group. A number of businesses have given clear feedback they do not support land use intervention such as rezoning to 'light industrial zone' or similar regulatory controls to respond to environmental issues identified. They have stated an ongoing commitment to improve environmental practices and reduce emissions where possible, which are also captured in the Action Plan (e.g. the proposed Environmental Accord led by Priority One).
- 67. It is also noted that Priority One are working with businesses to prepare an Industrial Blueprint, to set out the way forward from a business perspective and key recommended actions. The blueprint is likely to identify that businesses and stakeholders need to actively manage and deliver improvements to support the future growth of the area to ensure Mount Maunganui remains vibrant and continues to support economic benefits and community wellbeing.

SIGNIFICANCE

68. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal

- or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
- 69. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
 - (a) the current and future social, economic, environmental, or cultural well-being of the district or region
 - (b) any persons who are likely to be particularly affected by, or interested in, the matter.
 - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
- 70. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of medium significance.
- 71. Taking into consideration the above assessment, that the decision is of medium significance, that considerable engagement has occurred and has been incorporated through the development of the MSP, and that further consultation will occur through future Annual Plan and LTP processes, officers are of the opinion that no further engagement is required prior to Council making a decision.

NEXT STEPS

- 72. Implementation of many of the MSP actions has already commenced, or will commence shortly, and will be supported by the adoption of the spatial plan. This includes Plan Change 33 (currently awaiting the recommended decisions of the hearing panel), next stages of the CMM project, the ongoing delivery of Council's Low-Cost Low-Risk programme, and Accessible Streets (citywide improvements) programmes.
- 73. The Mount Programme has also been established to assist with coordinated delivery of existing and future projects in the area. The implementation of the MSP Action Plan relies on collaborative partnerships with mana whenua, businesses, other stakeholders and the community, with implementation delivered by Tauranga City Council, Regional Council, central government agencies and private sector businesses. The Mount Programme will assist to support engagement and outcomes in this regard. This includes continuing to work with businesses to implement key actions to improve environmental outcomes within the area.
- 74. Ongoing implementation of the MSP Action Plan will be coordinated and monitored in partnership with other council teams, partners and key stakeholders. A monitoring plan (and associated KPIs) will be prepared alongside broader AIP monitoring frameworks currently under preparation.
- 75. Council's policy response to industrial related matters, to regulate and better manage future land use activities within the Mount industrial area to improve environmental and cultural well-being outcomes, is proposed to be reflected in the proposed commercial and industrial zone plan change, which is part of the City Plan work programme previously endorsed by the Committee.

ATTACHMENTS

- 1. Attachment A: Mount to Arataki Spatial Plan Te Mahere ā-Takiwā o Mauao ki Arataki A15685235 (Separate Attachments 1)
- 2. Attachment B: SFR Committee Resolution SFR9_23_7 Mount Industrial Planning Study A15596475 (Separate Attachments 1)

9.4 Non-Financial Performance Report - 6 monthly 2023/24 and Annual Resident Survey 2023/24 - Wave 2.

File Number: A15681439

Author: Kathryn Hooker, Corporate Planner

Authoriser: Christine Jones, General Manager: Strategy, Growth & Governance

PURPOSE OF THE REPORT

- 1. The purpose of this report is to provide information on Council's performance for the first two quarters of 2023/24.
- 2. This report also includes an overview of the results from the Annual Residents Survey for the second quarter (Wave 2).

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Non-Financial Performance Report - 6 monthly 2023/24 and Annual Resident Survey 2023/24 - Wave 2."

EXECUTIVE SUMMARY

- 3. This report along with the material in attachment one provides an overall summary by outcome of how Council is tracking towards achieving the non-financial performance measures and subsequently our levels of service and provides further detail on those measures that are off track.
- 4. Attachment two presents a high-level summary of the wave two results of the Annual Residents Survey.

BACKGROUND

- 5. In a long-term plan (LTP), the level of service that the council will deliver is agreed upon by the council in consultation with the public.
- 6. The Local Government Act 2002 stipulates that local authorities are required to report on how well they are performing in delivering these levels of service to their communities as measured by the non-financial performance indicators.
- 7. In the new 2024-34 Long-term Plan there are 82 KPIs that were agreed upon, 23 of which are mandatory measures as per section 261B of the Local Government Act.
- 8. The Annual Residents Survey allows Council to better understand the community's perception and satisfaction with Council, its services, functions and activities.
- 9. 312 surveys via a post to online method, have been undertaken with Tauranga City residents. An invitation letter, containing an embedded link to an online survey, was sent to a random selection of residents, sourced from the Electoral Roll, with a subsequent reminder follow up.
- 10. Wave 1 fieldwork was conducted 12 September 2023 to 09 October 2023.
- 11. Wave 2 fieldwork was conducted 17 November 2023 to 11 December 2023.

STRATEGIC / STATUTORY CONTEXT

12. Monitoring non-financial performance is a key function of the committee.

DISCUSSION

Part 1: Non-Financial Performance

- 13. Of the 82 non-financial performance measures included in the LTP for 2024, 54 measures (66%) are on track to completion and 20 measures (24%) are off track. Data is not yet available for 8 (10%) measures.
- 14. Where data is not available, the majority relate to annual measures which are only surveyed at one point through the year or to measures that have no current method of assessment.
- 15. 20 measures, across 6 groups of activities are off-track. In detail these are:
 - Community Services 3 off track from 12 measures
 - Regulatory and Compliance 4 off track from 10 measures
 - City and Infrastructure Planning 2 off track from 2 measures
 - Transportation 6 off track from 13 measures
 - Economic Development -2 off track from 6
 - Community, People and Relationships 3 off track from 6 measures

Part 2: Annual Residents Survey

- 16. The results of the key performance indicators trending up include:
 - For 2023/24 **overall performance**, 26% of respondents are satisfied or very satisfied with Tauranga City Council in general, down from 40% in 2022/23.
 - Reputation measures the community's perception of four key areas leadership, faith
 and trust, financial management and quality of services/facilities. For 2023/24
 reputation, 21% of respondents are satisfied or very satisfied with Tauranga City
 Council in general, down from 29% in 2022/23.
 - Within reputation, there is the measure in terms of respondent's **trust** in Council, the year-to-date result is that 21% of respondents are satisfied or very satisfied, down from the full year result for 2022/23 which was 30%.
 - For 2023/24 overall **value for money**, 36% of respondents are satisfied or very satisfied with Tauranga City Council in general, down from 38% full year result of 2022/23.
 - A summary of the rest of the high-level survey results of the 2023/24 full year compared to 2022/23, and their trend is summarised in the table below:

Measure	2022/23 result	2023/24 result	Trend
Overall performance	40%	26%	~
Overall image and reputation	29%	21%	•
Overall value for money	38%	36%	~
Overall core services deliverables	60%	59%	~

Overall water management	56%	62%	•
Overall road and footpaths	32%	25%	•
Overall waste management	71%	71%	-
Overall outdoor spaces	68%	74%	^
Overall public facilities	71%	70%	•

Declining satisfaction trend worth noting is roading and footpaths (-7%), based on the comments, is mainly due to the extensive roadworks, safety concerns.

OPTIONS ANALYSIS

17. There are no options associated with this report. The report is provided as information only.

LEGAL IMPLICATIONS / RISKS

18. Non-financial performance results

Risks are slightly elevated for those measures tracking below target as this is the midpoint mark for the reporting year. Corrective action will need to be accelerated to turn around off track measures.

19. Annual Residents Survey

Results were reported in the Sun Live newspaper on 23 January 2023 with the title "Tauranga residents' satisfaction with council low". This could cause ongoing reputational risks to Council.

CONSULTATION / ENGAGEMENT

20. This report is made public.

SIGNIFICANCE

- 21. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
- 22. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
 - (a) the current and future social, economic, environmental, or cultural well-being of the district or region
 - (b) any persons who are likely to be particularly affected by, or interested in, the matter.
 - (c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.
- 23. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the matter is of low significance.

ENGAGEMENT

24. Taking into consideration the above assessment, that the matter is of low significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

NEXT STEPS

25. This report ensures monitoring of Council performance. The non-financial monitoring report summary will be presented on the Council website.

ATTACHMENTS

- 1.
- 2.

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Annual Residents Survey

Wave one: 12 September – 9 October 2023

Wave two: 17 November – 11 December 2023



Introduction

The Annual Residents Survey measures the perceptions of residents regarding various aspects of services that Council provides. The results of this survey feed into the Tauranga City Council Long-term Plan reporting process and allow Council to assess the performance of the Council against a set of predetermined actions and performance levels.

What does this report show?

This report summarises the responses received from the first and second wave of Tauranga City Council's 2023/24 annual residents survey. Combined, 312 people responded. Responses are on-track to receiving feedback from at least 600 responses in total across all waves.

A high-level view of the responses received to date and how they compared to previous years is presented in this report. It is important to note that as the full year survey has not yet been completed, these results are indicative but do not meet the threshold of statistical relevance to be reflective of the views of the whole city.

Research Objectives:

- To determine residents' satisfaction with various Council services and facilities.
- To determine residents' perceptions about aspects of living, working, and playing in Tauranga.
- To identify progress towards Key Performance Indicators (KPIs) in Council's Annual Report.
- To assess trends in perceptions and satisfaction through comparisons with previous survey results.

Methodology:

The 2023/24 annual study will target 600 responses from the residents in the Tauranga City Council area, with approximately 150 per wave.

Each wave's mail out quotas are applied according to age, gender, and ward, to ensure that a representative sample of Tauranga City's population is achieved.

The data is weighted to account for variances in the achieved quotas and to ensure that the sample reflects the population profile achieved.

Data collection is taking place in four waves between September 2023 and May 2024 to align with the quarterly reporting of the non-financial performance targets.

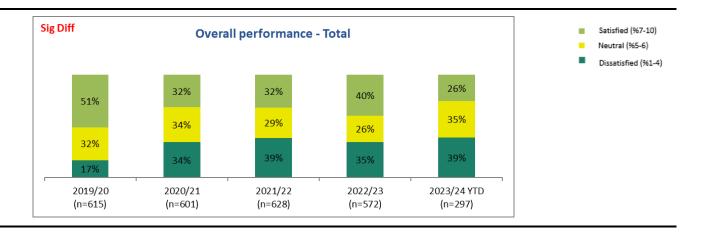
The overall results have an anticipated margin of error of +/- 4.6% at the 95% confidence level.

Tauranga City Council Private Bag 12022, Tauranga 3143, New Zealand +64 7 577 7000 info@tauranga.govt.nz www.tauranga.govt.nz

Overall Performance

Overall Performance - YTD 2023/24 = 26%

Results



Overall, the results for Performance year on year have declined.

Declining satisfaction trends worth noting are in:

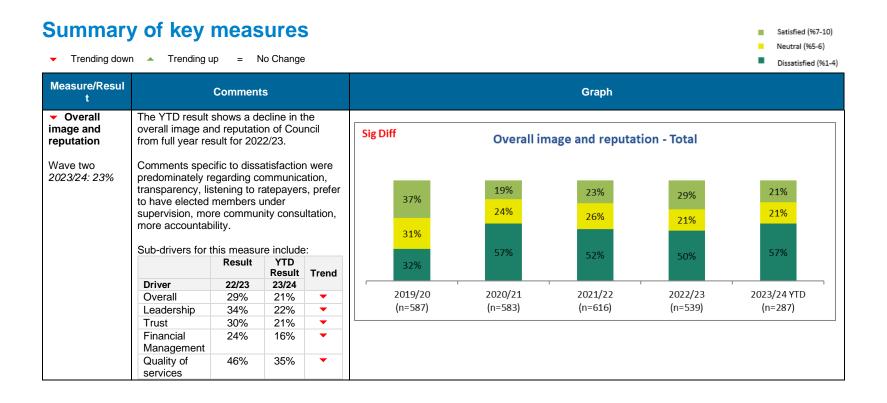
- Image and reputation, based on comments is mainly due to a desire to return to democracy and communication.
- Overall value for money, which from the comments is mainly due to rates being too high and not seeing money well spent.
- Roading and footpaths, based on the comments, is mainly due to the extensive roadworks, condition of the roads and safety.

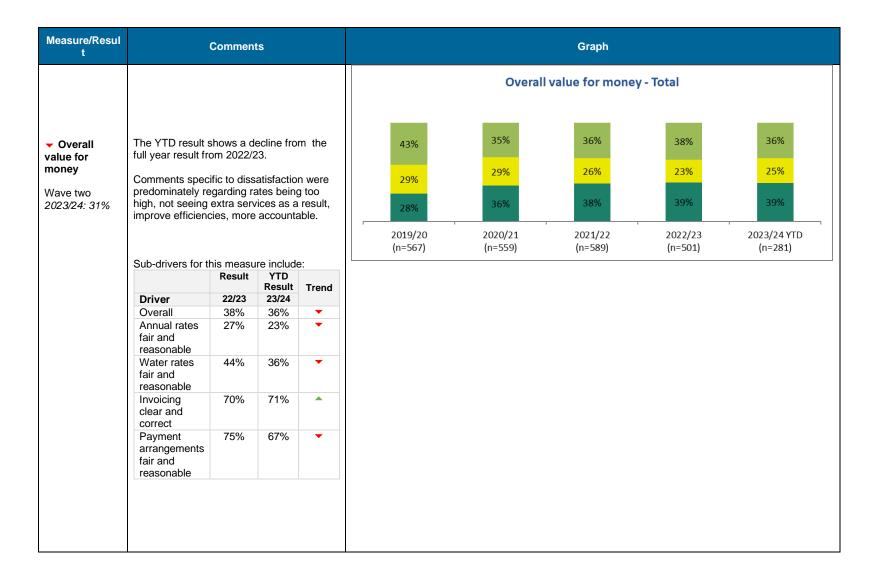
However, there have also been some good improvements:

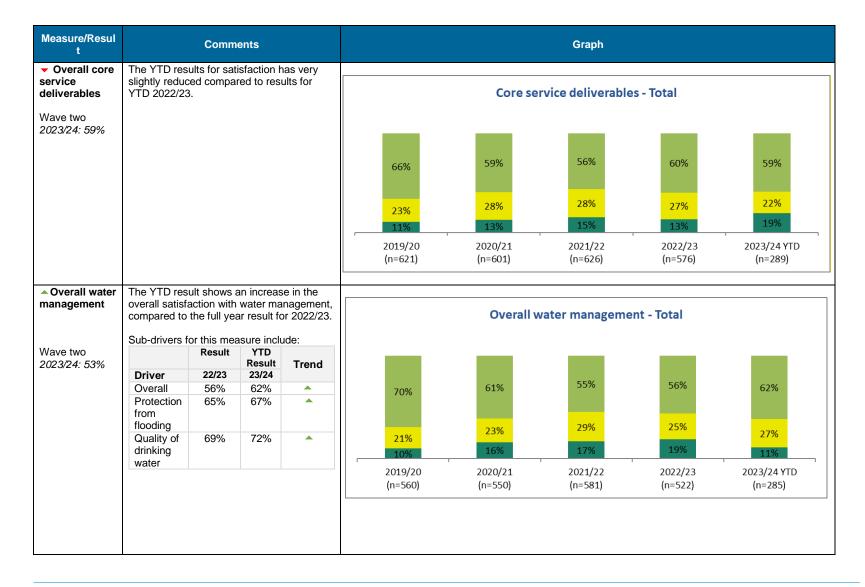
- Outdoor spaces increased in satisfaction by +6%.
- Water management also saw an increase in satisfaction by +6%.

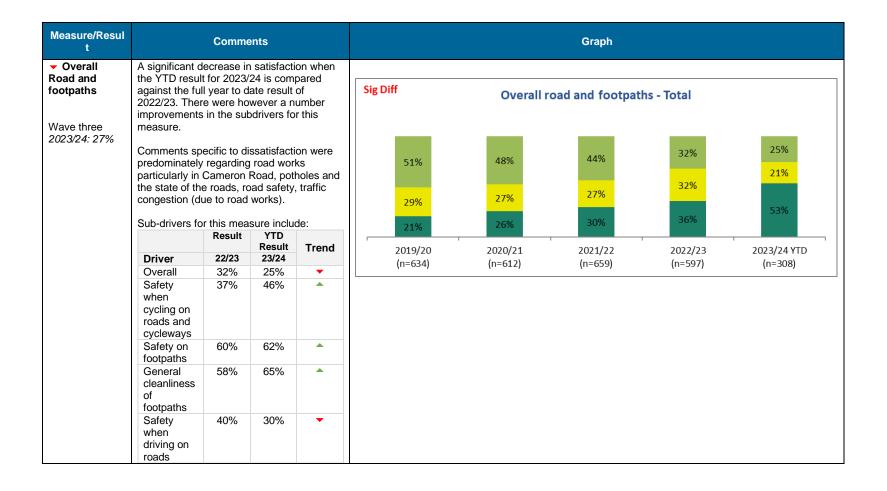
Further details on these are contained hereunder.

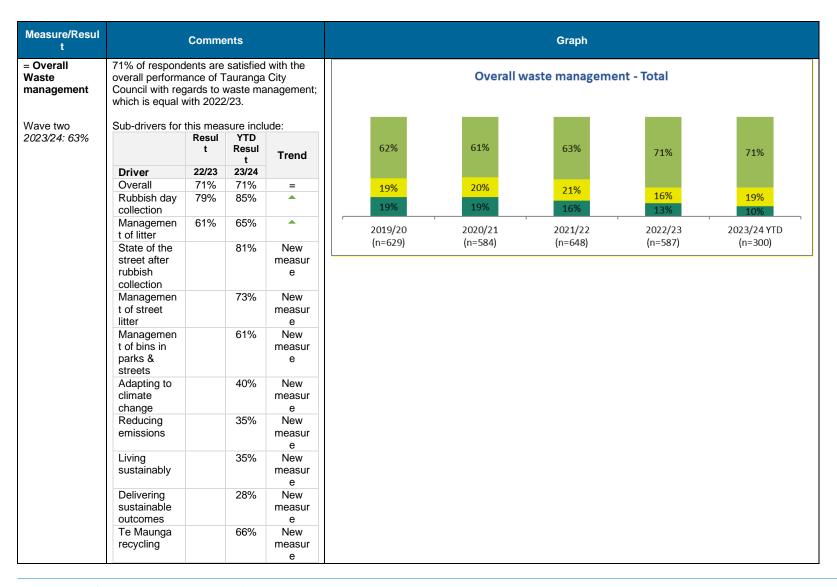
Annual Residents Survey Results - Wave three 2022/23



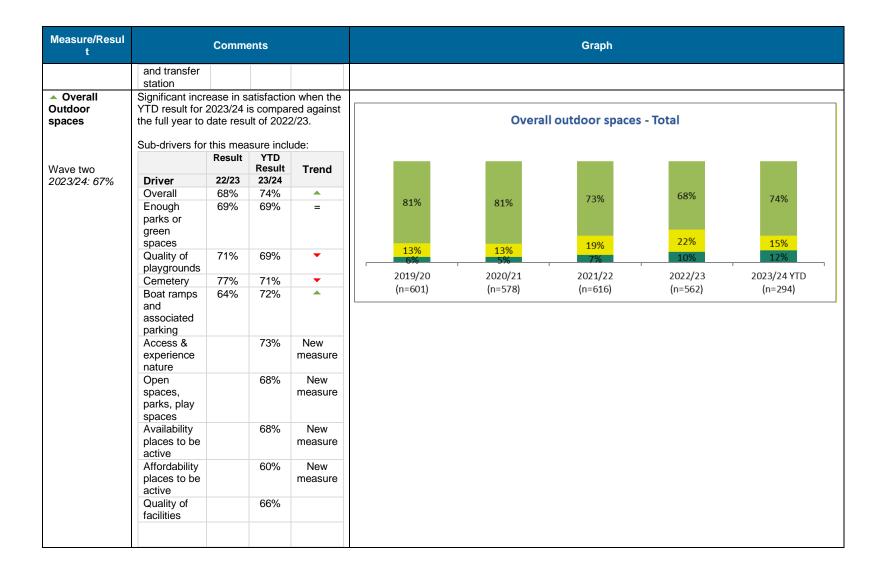




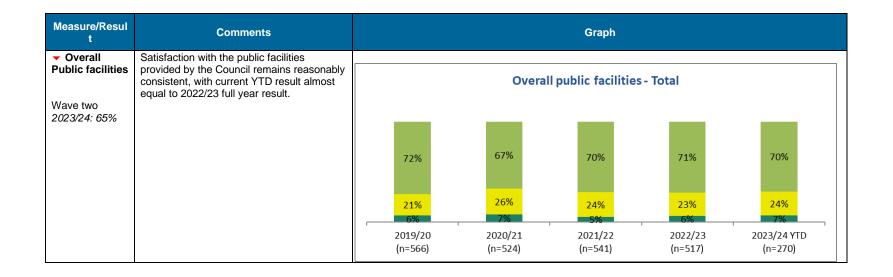




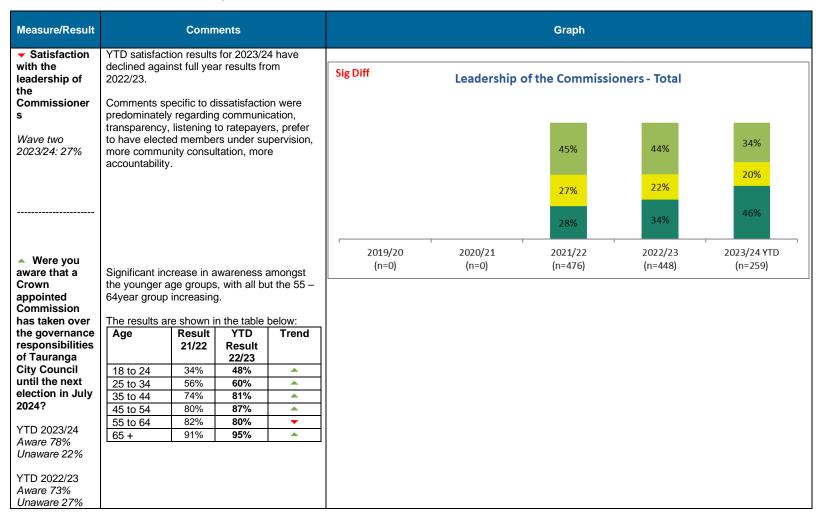
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8



Commissioner based questions



Annual Residents Survey Results - Wave three 2022/23

Verbatim Summary

This section of the survey includes a free text field in which respondents could comment further on their satisfaction score.

In summary, some broad feedback themes included:

- Governance:
 - o Having elections and returning to democratic council.
 - o There were also comments supporting the Commissioners.
 - o More engagement and consultation with the public.
 - More transparency and accountability.
- Infrastructure:
 - Expediting road work
 - Minimisation of congestion.
 - o Having safer roads with fewer potholes
- Value for money:
 - o Rates too high, without seeing extra services.
 - Improve efficiencies.
 - o More accountable for money spent.
- General:
 - o Concern about neighbourhood and city centre safety.
 - Concerns about homelessness.
 - o Positivity around the central city projects.



Non-financial performance measures Six Monthly Review Report July - December 2023

Performance Measures Framework – 2024-2034 Long-term Plan

Council's performance measures enable us to monitor and report against our outcomes and service performance. In previous Long-term Plans and Annual Plans, performance measures were grouped under each activity area of Council which enabled us to provide activity specific information and performance. In this LTP all performance measures are grouped together under either Strategic Measures which measures our achievement of each of Council's community outcomes and then also against our stated levels of service. This clearly identifies linkages between what we do and why we do it, with the ultimate goal of working towards Our Direction, comprising our five community outcomes interwoven with our three approaches of:



An inclusive city - Tauranga Mataraunui

Tauranga is a city that celebrates our past, is connected in our present and invested in our future. Where people of all ages, beliefs, abilities and backgrounds are included and feel safe, connected and healthy.



A city that values, protects and enhances our environment - Tauranga Taurikura

Tauranga is a city that values our natural environment and outdoor lifestyle, and actively works to protect and enhance it.



A well-planned city - Tauranga - Tātai Whenua

Tauranga is a city that is well planned with a variety of successful and thriving compact centres, resilient infrastructure, and community amenities.



A city we can move around easily - Tauranga Ara Rau

Tauranga is a well-connected city, easy to move around in and with a range of sustainable transport choices.



A city that supports business and education - Tauranga a te kura

Tauranga is a city that attracts and supports a range of business and educational opportunities, creating jobs and a skilled workforce.







Organisational capability – our Approaches to Te Ao Māori, Sustainability, and Working Beyond Tauranga

Council's approaches are about how we work and together are embedded in our community outcomes, consistently running through and supporting everything we do. Overall, these approaches commit us to thinking broadly and long-term, seeking and managing interconnections and relationships for better outcomes.

Non-financial performance measures Six Monthly Review Report July - December 2023

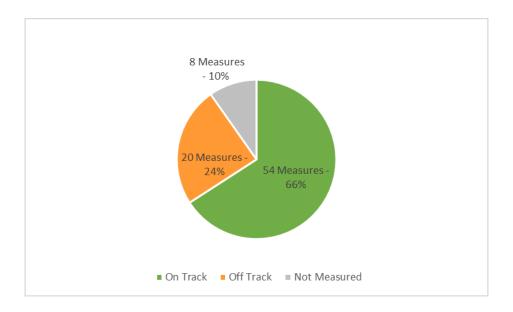
Non-financial performance measures overview

Performance measures contribute to outcomes by tracking specific service performance which assists in achieving the broader outcomes with their targets set for the full financial year.

See below an overview of how we are tracking overall for the financial year 2023/24. The reporting periods Q1 & 2 (01 July – 31 December 2023) collates the year-to-date results across the 82 KPIs that we monitor.

Our performance is grouped by the number of measures that are on track, off track, and not yet measured.

Summary results



Non-financial performance measures Six Month Review Report July - December 2023

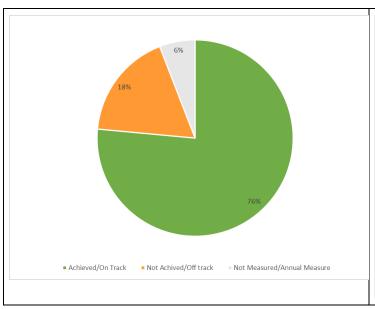
Overall results by outcome





An inclusive city – Tauranga Mataraunui

See below an overview of how we are tracking in the outcome of - An inclusive city – Tauranga Mataraunui for the financial year 2023/24 for the six months from July – December 2023.







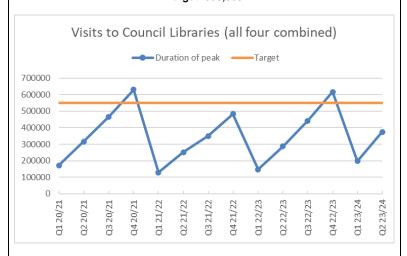
Visits to council libraries (all four combined)

Percentage of animal complaints involving a rush or attack on a person contacted within 60 minutes where there is an ongoing risk to safety

374,846

LOS: Library spaces are community hubs for place making in the city centre and neighbourhood centres

Target: 550,000



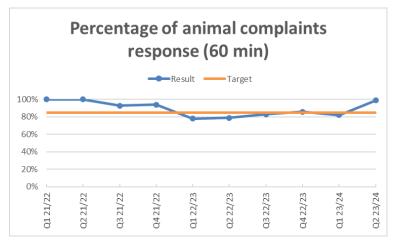
There were 374,846 visits to council libraries (all four combined) for the period July 2023 to December 2023 (68% of target).

This period included eight days of closures for the Christmas and New Year period.

99%

LOS: We will provide a prompt response to animal behavioural issues.

Target: 85%



For the period 01 October 2023 to 31 December 2023, 100% of all urgent requests were responded to within 60 minutes.

However, in Q1 of 17 complaints that had potential ongoing risk(s), three were not responded to within the required timeframe due to resourcing issues

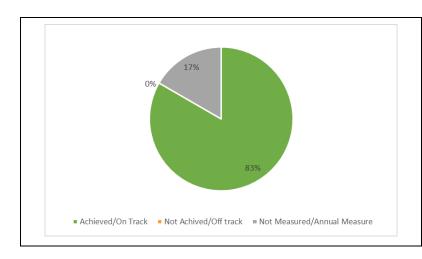
Off Track Measures

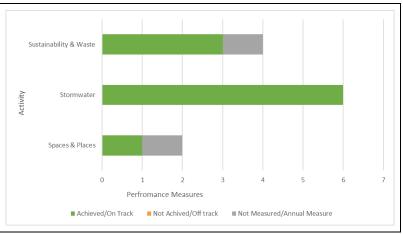
Group of Activities	Activity	Level of Service	Measure	Target	2023/24 YTD Result	Discussion and action taken to improve result
Community Services	Venues and Events	We will deliver, support, and advocate for events in Tauranga	Percentage of residents satisfied with the range and frequency of event experiences in Tauranga	75%	52%	This is a new measure to establish baseline which showed that the YTD result from the annual residents' survey was 52%.
Community Services	Venues and Events	We will provide a network of arts, cultural, and events spaces in Tauranga	Percentage of residents satisfied with the accessibility and quality of Tauranga's arts, cultural, and events spaces.	75%	43%	This is a new measure to establish baseline which showed that the YTD result from the annual residents' survey was 43%.
Regulatory and Compliance	Environmental Health and Licensing	We will inspect alcohol- licenced premises and conduct enforcement as appropriate.	Percentage of venues with new or renewed alcohol licences that have been inspected	95%	44%	In total for 2023/24 we have inspected 53 out of 122 renewed licensed premises. As a percentage of renewal premises that require to be inspected before the end of Q4 the team has completed 44% of them. As a result of these inspections enforcement action has been taken against 5 different licensed premises by way of an infringement notice. In addition, we received 19 new premise applications, and all were inspected.



Values, protects and enhances our environment – Tauranga Taurikura

See below an overview of how we are tracking in the outcome of - A city that values, protects and enhances our environment – Tauranga Taurikura for the financial year 2023/24 for the six months from July – December 2023.







Off Track Measures

There were no off-track measures.

Measures of Interest

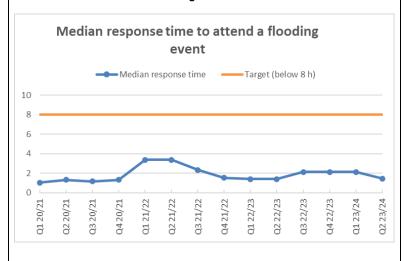
The median response time to attend a flooding event, measured from the time that Council receives notification to the time that service personnel resolve the problem.

Percentage of residents that are neutral or satisfied with Council's kerbside waste collection services.

1h 45min

LOS: We will provide a timely response to a flooding event.

Target: ≤ 8hr

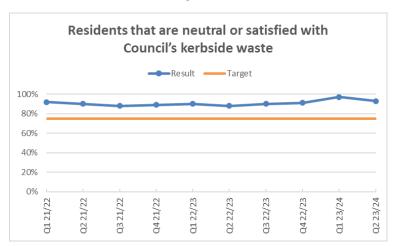


There were 39 notifications regarding some form of flooding event and these were resolved with a median response time of 1hr 45 mins.

93%

LOS: We will provide collection services supported by behaviour change programmes that lead to a reduction in waste sent to landfill.

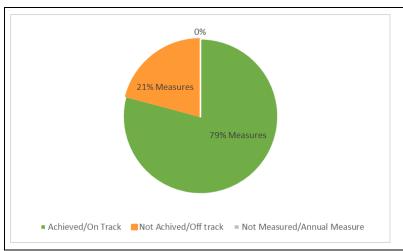
Target: 75%

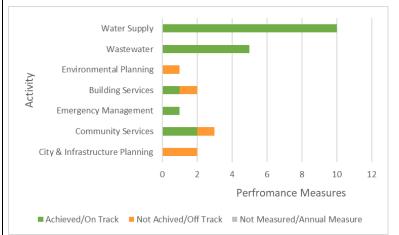


The 2023/24 YTD result from the annual residents' survey was 93%, up from 91% for 2022/23.

A well-planned city – Tauranga - Tātai Whenua

See below an overview of how we are tracking in the outcome of - A well-planned city – Tauranga - Tātai Whenua for the financial year 2023/24 for the six months from July – December 2023.







Percentage of building consent applications processed within substantive timeframes.

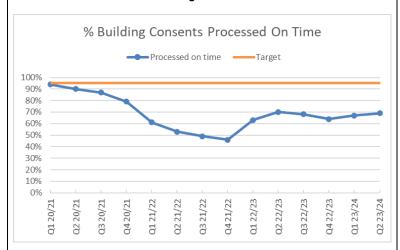
Percentage of new resource consent applications processed within statutory timeframes

69%

LOS: We will provide technical advice and consent decisions within substantive timeframes.

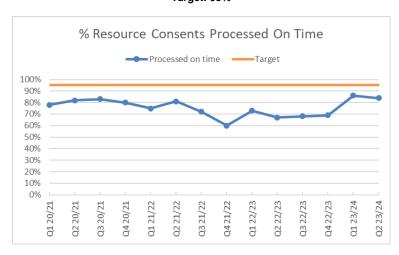
LOS: We will meet the community's expectations through making professional regulatory decisions.





For the period 01 October 2023 to 31 December 2023, 226 of 327 (or 69%) of building consent applications were processed within legal timeframes. We have seen an increase in timeliness through Q2 - October was at 61%, November was at 69% and December was at 80%. We expect this to increase through Q3 and Q4.

Target: 95%



The current timeliness is an improvement on the 2022/23 results of 69%. Significant effort has gone into improving consent processing timeliness, with improved results each month. It is expected to continue improving through Q3 and Q4, although whether or not those improvements will result in achieving the KPI will depend on the volume of applications received.

Non-financial performance measures Six Month Review Report July - December 2023

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Group of Activities	Activity	Level of Service	Measure	Target	2023/24 YTD Result	Discussion and action taken to improve result
City and Infrastructure Planning	City and Infrastructure Planning	We will deliver and monitor a planning framework for the city that provides sufficient development capacity to accommodate ongoing growth.	There will be sufficient (as defined in the National Policy Statement on Urban Development) residential zoned land provided with development capacity for at least: 1) 3 years 2) 10 years 3) 30 years	Achieved	Not Achieved (short term compliance)	The 2022 Housing and Business Assessment (HBA) identified a short-term (next three years) housing shortfall for Tauranga City as at 30 June 2022 of 724 dwellings, rising to a 1,412 dwelling shortfall when the required NPS-UD competitiveness margin of 20% was applied. - In Q2, 72 dwellings were issued consents From 1 July 2022 to 31 December 2023, 644 less dwelling consents were issued than projected demand for this period (i.e., 1,112 dwelling consents issued vs 1,756 dwellings projected) While consent issue indicates less dwelling uptake has been realised than projected, and more dwelling supply remains as a result, short term non-compliance with supply as quantified in the 2022 HBA remains. Proposed Plan Change 33: Enabling Housing Supply, and upcoming Tauriko West and Ohauiti South City Plan changes to enable residential development are expected to assist in reducing non-compliance with the NPS-UD housing requirements but not fully address the identified shortage of development capacity. TCC has written to the Minister of the Environment, as required per the NPS-UD and advised of the non-compliance. Discussions continue with central government as to interventions which could be implemented to address the housing shortfall.
City and Infrastructure Planning	City and Infrastructure Planning	We will deliver and monitor a planning framework for the city that provides sufficient development capacity to accommodate ongoing growth.	There will be sufficient (as defined in the National Policy Statement on Urban Development) business zoned land provided with development capacity for at least: 1) 3 years	Achieved	Not Achieved	The 2022 Housing and Business Assessment (HBA) identified sufficiency of commercial, retail and industrial land supply, in the short term (next 3 years from June 2021 base) including with the required competitiveness margin (+20%) added on to the base business land demand projection. In the medium and long term insufficiency is identified where the competitiveness margins are applied (+20% to medium term demand, +15% to long

Non-financial performance measures Six Month Review Report July - December 2023

Group of	Activity	Level of Service	Measure	Target	2023/24	Discussion and action
Activities					YTD Result	taken to improve result
			2) 10 years 3) 30 years			term demand). For "commercial and retail" land an insufficiency of 15-18 hectare in the medium term, and 56-64 hectares in the long term has been calculated applying local and general densities. For "industrial" land the respective insufficiency is up to 6 hectares in the medium term and 216-267 hectares in the long term. No additional land has been rezoned or consented in the 1st or 2nd quarters of 2023/24 which would alter the medium or longer term outlook. The Tauriko Business Estate (TBE) extension industrial plan change is to be progressed in the short term to increase supply. The SmartGrowth Review, which is currently underway, will explore how identified insufficiency in business land provision in the longer-term may be addressed. It is likely that beyond the TBE extension, most or all additional industrial land will have to be supplied in the adjoining WBOP District as suitable land is no longer available within the TCC boundary. TCC has written to the Minister of the Environment, as required per the NPS-UD and advised of the non-compliance. Discussions continue with central government as to interventions which could be implemented to address the business land shortfall.
Community Services	City Centre Development and Partnerships	We will provide a vibrant, accessible, and sustainable city centre by delivering key projects like Te Manawataki o Te Papa and the Tauranga Moana Waterfront, whilst promoting city centre activation for economic and social wellbeing.	Percentage of residents satisfied with the city centre as the commercial and cultural heart of Tauranga	45%	14%	The 2023/24 YTD result from the annual residents' survey was 14%. 17% were neutral, with the remaining 69% dissatisfied. Te Manawataki o Te Papa is expected to have a significant impact on the revitalisation of the city centre, with an expected tripling of visitor numbers, to 5,500 people a day, or 2,000,000 visits a year, by 2035. It will also encourage greater inclusiveness, a sense of belonging and cultural awareness and identity, with over 300,000 visits to the museum and 800,000 visits to the library and community each year.
Regulatory and Compliance	Building Services	We will provide technical advice and consent decisions within statutory timeframes	Percentage of building consent applications approved within statutory timeframes.	95%	69%	For the period 01 October 2023 to 31 December 2023, 226 of 327 (or 69%) of building consent applications were processed within legal timeframes.

Non-financial performance measures Six Month Review Report July - December 2023

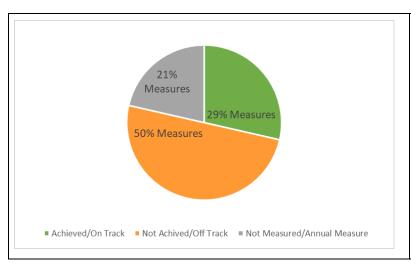
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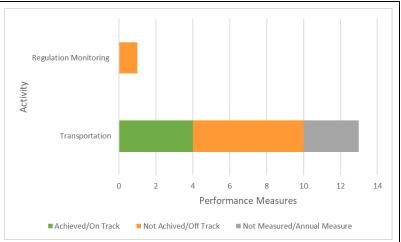
Group of Activities	Activity	Level of Service	Measure	Target	2023/24 YTD Result	Discussion and action taken to improve result
						We have seen an increase in timeliness through Q2 - October was at 61%, November was at 69% and December was at 80%. We expect this to increase through Q3 and Q4.
Regulatory and Compliance	Environmental Planning	We will meet the community's expectations through making professional regulatory decisions.	Percentage of new resource consent applications processed within statutory timeframes	95%	84%	The current timeliness is an improvement on the 2022/23 results of 69%. Significant effort has gone into improving consent processing timeliness, with improved results each month. It is expected to continue improving through Q3 and Q4, although whether or not those improvements will result in achieving the KPI will depend on the volume of applications received.



A city we can move around easily - Tauranga Ara Rau

See below an overview of how we are tracking in the outcome of - A city we can move around easily – Tauranga Ara Rau for the financial year 2023/24 for the six months from July – December 2023.





Measures of Interest

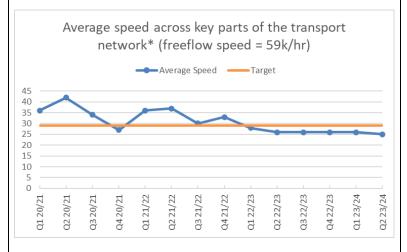
Average speed across key parts of the transport network (free flow speed = 59k/hr)

Duration of peak across the transport network (where traffic is travelling at 50% of free flow speed of 59k/hr)

25km/h

LOS: We will provide an efficient transport network with reliable journey times.

Target: 29km/h



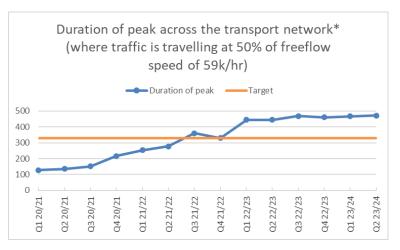
The average speed across key parts of the transport network (freeflow speed = 59km/h) was 25 km/h.

Ongoing major construction projects continue to put pressure on the network and result in long periods of moderate congestion throughout the day.

472m

LOS: We will provide an efficient transport network with reliable journey times.

Target: 330m



The duration of peak across the transport network (where traffic is travelling at 50% of freeflow speed of 59km/h) was 472 min. This KPI is a global measure of congestion on the transprot network and as such is impacted upon by mutiple factors, in and outside of TCC control.

Ongoing major construction projects continue to put pressure on the network and result in long periods of moderate congestion throughout the day

Off Track Measures

Group of Activities	Activity	Level of Service	Measure	Target	2023/24 YTD Result	Discussion and action taken to improve result
Transportation	Transportation	We will provide an efficient transport network, minimising all-day congestion	Average speed across key parts of the transport network (free flow speed = 59k/hr)	29km/hr	25km/h	The average speed across key parts of the transport network (freeflow speed = 59km/h) was 25 km/h. Ongoing major construction projects continue to put pressure on the network and result in long periods of moderate congestion throughout the day.
Transportation	Transportation	We will provide an efficient transport network, minimising all-day congestion	Duration of peak across the transport network (where traffic is travelling at 50% of free flow speed of 59k/hr)	330m	472m	The duration of peak across the transport network (where traffic is travelling at 50% of freeflow speed of 59km/h) was 472 min. This KPI is a global measure of congestion on the transport network and as such is impacted upon by multiple factors, in and outside of TCC control. Ongoing major construction projects continue to put pressure on the network and result in long periods of moderate congestion throughout the day
Transportation	Transportation	We will provide an efficient transport network with reliable journey times	Travel times are reliable during peak hours (95% of trips should occur within +/-25% of the average duration)	+/- 25%	49%	The travel time of 95% of peak hour vehicle kilometres travelled was49% higher than the median peak hour travel time. This is above the target of 25%. Ongoing major construction projects and varying temporary traffic management plans for different road and lane closures needs continue to put pressure on the network and result in periods of congestion.
Transportation	Transportation	We will provide a well- maintained and fit-for- purpose road and footpath network, and well-utilised and available city centre parking	The percentage of the sealed local road network that is resurfaced.	>4%	1%	The resurfacing season started early August. The aim is to complete the chipseal resurfacing program by March 2023. Weather and resource dependant. AC resurfacing will be carried out until April 2023
Transportation	Transportation	We will promote safe and sustainable transport options and support walking/cycling programmes	The proportion of people who journey to work by active modes (walking/jogging/cycling)	5%	3%	The result from the annual residents' survey is currently 2% under target YTD.
Transportation	Transportation	We will provide a well- maintained and fit-for- purpose road and footpath network, and well-utilised	Average weekday city centre on-street and off-street parking occupancy rate	75-85%	68%	During Q2 paid parking peaks in December and drops of dramatically until Mid-February.

Non-financial performance measures Six Month Review Report July - December 2023

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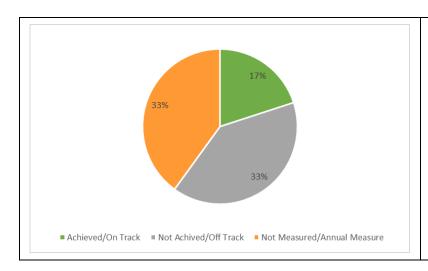
Group of Activities	Activity	Level of Service	Measure	Target	2023/24 YTD Result	Discussion and action taken to improve result
		and available city centre parking				
Regulatory and Compliance	Regulation Monitoring	We will monitor traffic and parking bylaw and related legislation, taking an education approach to raise awareness in the community, or enforcement where appropriate.	Percentage of parking complaints responded to within 24 hours	95%	91%	YTD - 1162 complaints received, of which 110 were attended to more than 24 hours after receipt. For Q2 - 534 of the 590 (91%) parking complaints were responded to within 24 hours. Ozone system issues have not been resolved, the KPI will not be met for the year. Continuing issues with Ozone have resulted in some complaints not being received by our officers within the KPI timeframe.

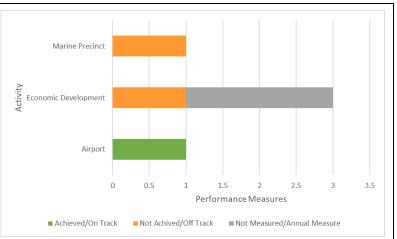
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A city that supports business and education – Tauranga a te kura

See below an overview of how we are tracking in the outcome of - A city that supports business and education – Tauranga a te kura for the financial year 2023/24 for the six months from July – December 2023.







Measures of Interest

The percentage of knowledge-intensive jobs in Tauranga as a share of total jobs

Hardstand occupancy rate

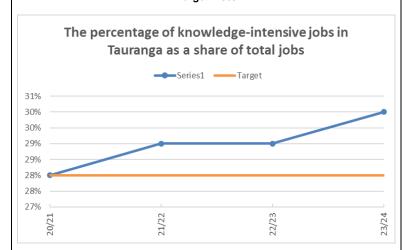
30%

LOS: With our City Partners, we will foster economic development in Tauranga by facilitating investment, innovation, and small business support, while aligning residents' skills with business needs for meaningful work outcomes.

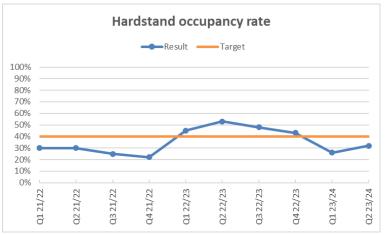
32%

LOS: We will provide the marine and fishing industries with efficient and reliable facilities in the Marine Precinct, including vessel lifting and hardstand facilities, berthing facilities, and wharves for loading and unloading ice

Target: 28%



Target: ≥40%



Knowledge intensive employment grew by 4.5% in 2023 in Tauranga City, which was higher than in New Zealand (3.0%), however the proportion of knowledge intensive jobs is lower than NZ (32.7%).

Heightened competition in the commercial marine refit market continues to have an impact. Several competing yards are offering below-cost haul-out services, but capitalising on refit and maintenance services once the vessels are on the hardstand. We are currently investigating fresh marketing initiatives and different boating publications for 2024.



Off Track Measures

Non-financial performance measures Six Month Review Report July - December 2023

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Group of Activities	Activity	Level of Service	Measure	Target	2023/24 YTD Result	Discussion and action taken to improve result
Economic Development	Economic Development	We are committed to enhancing Tauranga's reputation as a desirable visitor destination by fostering positive resident sentiment and collaborating with Tourism Bay of Plenty and the tourism sector	Percentage of residents who believe the tourism sector makes a positive impact to the community.	60%	52%	This is a new measure to establish baseline which showed that for YTD result from the annual residents' survey was 52%, down from 64% in 2022/23.
Economic Development	Marine Precinct	We will provide the marine and fishing industries with efficient and reliable facilities in the Marine Precinct, including vessel lifting and hardstand facilities, berthing facilities, and wharves for loading and unloading ice	Hardstand occupancy rate	≥40%	32%	Heightened competition in the commercial marine refit market continues to have an impact. Several competing yards are offering below-cost haul-out services, but capitalising on refit and maintenance services once the vessels are on the hardstand. We are currently investigating fresh marketing initiatives and different boating publications for 2024.

Non-financial performance measures Six Month Review Report July - December 2023

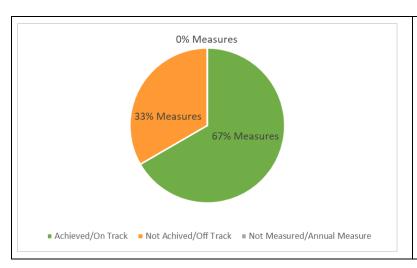


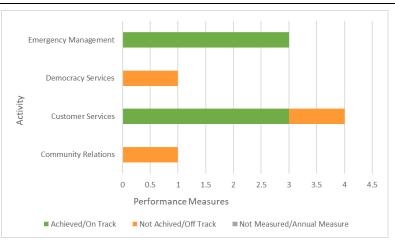




Organisational Capability

See below an overview of how we are tracking for organisational capability for the financial year 2023/24 for the six months from July – December 2023.









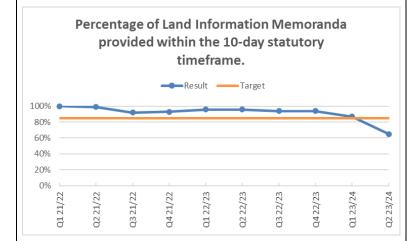
Measures of Interest

Percentage of Land Information Memoranda provided within the 10-day statutory timeframe.

0.50/

LOS: We will provide a service centre and a 24/7 contact centre to respond to enquiries by multiple access channels where customers can make enquiries and request information.

Target: 85%



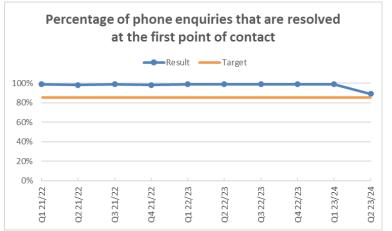
1638 LIMs have been issued year to date. Of those, 414 (25%) did not their target timeframe. The percentage of LIMs meeting their statutory timeframe year to date is 75%. Whilst 414 LIMS have been issued outside their statutory timeframe year to date, the team have also issued 314 LIM earlier than their statutory deadline to meet customer requests. And importantly, LIM customer satisfaction ratings via NPS surveys remains high at 30 over the last few months.

Percentage of phone enquiries that are resolved at the first point of contact.

89%

LOS: We will provide a service centre and a 24/7 contact centre to respond to enquiries by multiple access channels where customers can make enquiries and request information.

Target: 85%



Year to Date the Contact Centre received 64,102 calls of which 56,409 (88%) were answered at first point of contact.

The contact centre received 64,102 this quarter, of which 57,050 (89%) of these were resolved at first point of contact.

Non-financial performance measures Six Month Review Report July - December 2023

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Off Track Measures

Group of Activities	Activity	Level of Service	Measure	Target	2023/24 YTD Result	Discussion and action taken to improve result
Community, People, and Relationships	Community Relations	We will consult and engage with the community	Percentage of residents who are satisfied or neutral with the efforts of the Council in consulting and engaging directly with the community	50%	49%	The 2023/24 result from the annual residents' survey was 49%, down from 54% in 2022/23. While the volume of consultation and engagement is at its highest levels on record, and Council is currently in a delivery phase on a huge number of projects, this has not translated to an increased in ratepayers that are satisfied or neutral. While it is possible that the nature of change, in particular to roads creates frustration attached to this score. Long-Term plan deliberations in the next quarter will be an opportunity to increase the satisfaction results.
Community, People, and Relationships	Customer Services	We will provide a service centre and a 24/7 contact centre to respond to enquiries by multiple access channels where customers can make enquiries and request information	Percentage of Land Information Memoranda provided within the 10-day statutory timeframe.	85%	65%	1638 LIMs have been issued year to date. Of those, 414 (25%) did not their target timeframe. The percentage of LIMs meeting their statutory timeframe year to date is 75%. Whilst 414 LIMS have been issued outside their statutory timeframe year to date, the team have also issued 314 LIM earlier than their statutory deadline to meet customer requests. And importantly, LIM customer satisfaction ratings via NPS surveys remains high at 30 over the last few months.
Community, People, and Relationships	Democracy Services	We will make decisions in the best interests of the city	Percentage of residents who are satisfied or neutral that the Council makes decisions in the best interests of the city	≥50%	44%	This is a new measure to establish baseline which showed that for YTD result from the annual residents' survey was 44%.

9.5 Growth & Land Use Projects Progress Report - March 2024

File Number: A15490681

Author: Andy Mead, Manager: City Planning & Growth

Authoriser: Christine Jones, General Manager: Strategy, Growth & Governance

PURPOSE OF THE REPORT

1. Tauranga City is continuing to experience rapid growth. Managing this growth is a significant issue for Council. This report enables the Committee to monitor progress on key projects relating to managing growth in a sustainable manner, including land use planning projects and related transport, infrastructure and funding workstreams.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

(a) Receives the report "Growth & Land Use Projects Progress Report - March 2024".

EXECUTIVE SUMMARY

- 2. Managing growth is a significant issue for Council, particularly the challenge of ensuring growth is sustainable in a four well-beings context for both current and future communities.
- 3. The attached report outlines the progress being made in relation to a number of projects necessary to manage this continued growth. This information is also regularly reported to the SmartGrowth partners.

KEY UPDATES

4. The key points to note in this update are outlined in the paragraphs below.

Plan Change 33 and Mount to Arataki Spatial Plan

- 5. There has been limited visible progress on PC33 in the last quarter as the Independent Hearing Panel considers and drafts its recommendations which are expected in March/April. A report to the 20 May Council meeting for Council decisions is planned.
- 6. The Mount to Arataki Spatial Plan is included for adoption as a separate matter on this Committee agenda. The Spatial Plan incorporates the outcomes of the Mount Industrial Planning Study, including actions addressing industry and its effects on adjoining residential and cultural activities.

Plan Change 38: Business Land Framework

- 7. The development of a Plan Change to review commercial and industrial zones including the commercial network and hierarchy was approved at the December 2023 Strategy, Finance & Risk Committee meeting. Project planning is underway and will be reported through the next Strategy, Finance & Risk Committee meeting.
- 8. Plan Change 38 is a key mechanism to address actions from the Mount Industrial Planning Study in relation to industry and its impacts on adjoining residential and cultural activities. A sub-regional approach will be taken to this work.

Greenfield plan changes and urban development

- 9. Tauriko West: Variation 1 to PC33 to rezone Tauriko West for residential development was notified for submissions on 11 March 2024. The enabling works construction contract has been awarded and construction is now underway.
- 10. Te Tumu: Staff and landowners/developer representatives are reviewing and resetting the work programme and timeframes to enable notification of a Plan Change with urgency. A revised programme will be reported when agreed.
- 11. Negotiation of infrastructure corridors through the TK14 Māori land block continues with reporting to Council for decisions scheduled for the 20 May Council meeting.
- 12. While the outcomes of the 2024-34 LTP deliberations include significant investment related to Te Tumu, substantial infrastructure construction budgets required for development to commence sit beyond 2034 due to broader Council affordability challenges. External funding may enable infrastructure to be brought forward in due course.
- 13. Tauriko Business Estate Extension: The private plan change request to rezone land for the extension of this development was notified for submissions on 11 March 2024.
- 14. Upper Ohauiti: Council agreed to accept the private plan change request to rezone land adjoining Ohauiti Road for residential development at the 12 February 2024 Council meeting. Notification will occur in the near future once all requirements are met, including prenotification engagement with Tangata Whenua.
- 15. Keenan Road: Structure planning process continue, including upcoming public open days. Further processes, including rezoning, may be impacted by decisions on the Western Corridor Specified Development Project (SDP). At the time of writing, it is unclear when TCC will be advised of the Kainga Ora recommendation on the SDP proposal for our feedback but we are gearing up to respond to this in the near future.

SmartGrowth Strategy 2023

- 16. Deliberations on the updated SmartGrowth Strategy which includes the Future Development Strategy were completed on 19 March. Adoption of the Strategy requires further reporting through SmartGrowth and then to each SmartGrowth Partner including TCC.
- 17. The Strategy addresses the shortage of residential and industrial development capacity by identifying additional growth areas. Of particular note is the proposed addition of Upper Belk Road in the Western Corridor within the 30-year period for both residential and industrial development. This aligns with the Western Corridor SDP proposal and the major upgrades planned to SH29 & SH29A.

Resource Management Reform

- 18. The Government is taking a staged approach to resource management reform. Initially through amendments to the RMA before introducing longer-term RMA replacement legislation.
- 19. The Fast-track Approvals Bill has been introduced and submissions are open until 19 April. Staff are currently reviewing and assessing the Bill. At first glance it may offer a pathway to accelerate consenting and other approvals required for infrastructure and urban development projects in the City, including TCC projects. A draft submission will be prepared for input.
- 20. We are anticipating a separate Bill in the upcoming months addressing the Government's desire for Councils to provide and zone 30 years of development capacity. We expect this to include greater flexibility around intensification and the mandatory implementation of the MDRS to residential zones for Councils that satisfy this 30-year requirement. Noting, that documented housing shortfalls in Tauranga mean we are unlikely to be able to demonstrate this.
- 21. The Government has also put implementation of the National Policy Statement for Indigenous Biodiversity on hold while it replaces the Resource Management Act.

Draft Government Policy Statement on Land Transport

- 22. The Government has released its draft Government Policy Statement for Land Transport for submissions. The GPS includes a much greater focus on roading projects, particular State Highway investment through Roads of National Significance (RONs). These include TNL Stage 2 and the long-term upgrades to SH29 through Tauriko. RONs projects are identified as being four laned and grade separated.
- 23. The Government is also signalling a move from a 3 year investment programme to a 10 year programme which is welcomed as well as a major overhaul of transport revenue sources including road pricing.
- 24. Significant reduction in priority and investment in public transport, walking and cycling is a concern and may affect a number of significant projects planned across the City.
- 25. Staff are preparing a draft submission for input.

Greenfield development capacity assessment

- 26. At a recent Council meeting Commissioners requested a breakdown of greenfield development capacity, including land that was consented but not developed and land where consent processes had not commenced. This information is set out below.
- 27. The Table below breaks capacity down by:
 - (a) Completed dwellings
 - (b) Vacant sections
 - (c) Undeveloped land that is consented for development
 - (d) Undeveloped land without consent in place for development.

	Actual					Total
	Dwellings	Vacant Sections	Total	Consented	Assumed	Yield
Bethlehem UGA	3,927	26	3,953	190	1,587	5,730
Pyes Pa UGA	2,685	17	2,702	34	224	2,960
Pyes Pa West UGA	2,092	145	2,237	119	354	2,710
Ohauiti UGA	1,653	59	1,712	42	366	2,120
Welcome Bay UGA	1,951	30	1,981	47	132	2,160
Papamoa UGA	7,085	81	7,166	408	596	8,170
Wairakei (Papamoa) UGA	3,320	520	3,840	1,512	348	5,700
Total	22.713	878	23.591	2.352	3.607	29.550

- 28. In total there are around 6,000 more homes expected to be delivered in Tauranga's existing greenfield urban growth areas which would provide approximately 20% of the 30,000 homes required in the City over the next 30 years. Intensification and new urban growth areas will provide the remaining capacity.
- 29. Bethlehem, Papamoa and Wairakei have the greatest levels of remaining development potential. Roughly 40% of the remaining development potential is consented and some of it will be in the process of being developed, noting the pace of land development has reduced in recent years due to broader economic and property market factors.
- 30. Some of the land that is in the Undeveloped Not Consented category includes:
 - (a) A significant amount of Multiple Owned Māori Land (Bethlehem, Welcome Bay and Papamoa)

- (b) Sites that are not owned by developers eg sites that continue to be used as orchards
- (c) A number of sites with infrastructure challenges.
- 31. The Table below provides an indication of the larger undeveloped sites in each growth area.

UGA	Key sites included in Assumed yield **
Bethlehem UGA	Potewhiri, Town centre and surrounds, St Michaels block at 73 Glenpark Crescent, multiple owned land (Hangarau and Ngati Kahu), Bethlehem Central (Landhouse) site at 97 Taniwha Place, large sites off 247, 249, and 253 Cambridge Road, Smiths Farm at 10 Richards Way, and large site at 3 Pendennis Crescent.
Pyes Pa UGA	Orchard and neighbouring site (76 and 89 Inverness Drive), and large site at R59 Pyes Pa Road.
Pyes Pa West UGA	Orchards & Baptist church sites by school, Kennedy Rd gully area proposed to be rezoned under PPC33
Ohauiti UGA	Pukemapu area to be developed via Rosedale Rd connection, Orchard at 22 Hollister Lane.
Welcome Bay UGA	24 Eagle Street site, and large sites accessed from Kestral Avenue and Waitaha Road.
Papamoa UGA	Balance of Mangatawa block (194 Gloucester Road), large sites north of Wairakei stream at 72A & 72B Simpson Road, large undeveloped site at 13 Bermuda Drive Royal Palm Beach Estate, privately owned camp-sites, large site at 6A Sandhurst
Wairakei (Papamoa) UGA	Blowcart site at R176 Parton Road, balance of Hawridge (Palm Springs) and Bluehaven (Golden Sands) land.

STRATEGIC / STATUTORY CONTEXT

32. The projects covered in this report are framed under the strategic direction of SmartGrowth and UFTI, the proposed Future Development Strategy, the 30-year Infrastructure Strategy and Long-Term Plan.

OPTIONS ANALYSIS

33. There is no options analysis. This report is for information only.

SIGNIFICANCE

34. While growth is a significant issue for Tauranga City, this report does not require any decisions and is not significant in itself.

NEXT STEPS

35. Council will continue to progress the projects and works identified in the report attachment.

ATTACHMENTS

1. Appendix A - Quarterly Update - Growth, Land Use Planning and Transport Strategy Projects - March 2024 - A15490506 4

PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
The Mount to Arataki Spatial Plan (MSP) and Mount Industrial Planning Study (MIPS)	The MSP seeks to deliver a 30-year blueprint that provides strategic direction for existing and future growth needs of the area, forming the basis for the coordination of decision making within and across multiple agencies in a growth context. Both the MSP and MIPS projects have now been completed. The MSP is being reported to the Strategy, Finance & Risk Committee meeting of 25 March 2024 for approval.	Next steps will be to implement the MSP and MIPS actions, including ongoing engagement with mana whenua, key stakeholders and the community on
	The MIPS was undertaken alongside the MSP. The vision, objectives and key recommendations from MIPS were reported to the 4 December 2023 meeting of the Strategy, Finance & Risk Committee and decisions made. The intervention actions endorsed for the Mount industrial area have been included	specific projects, as appropriate.
	within the Mount to Arataki Spatial Plan. A key element of the intervention actions is the preparation of the proposed Commercial and Industrial Plan Change to the Tauranga City Plan, which will include consideration of the current plan provisions and zones within the Mount industrial area.	Alignment with related external projects is important and will continue, including the Connecting Mount
	At the time of writing, it is understood that the Connecting Mount Maunganui Indicative Business Case for Hewletts Road/ Stat Highway 2 and Totara Street was to be considered by Council on 18 March 2024, for endorsement to present to Waka Kotahi's Board in April for approval.	Maunganui business case for transport improvements, Bay of Plenty Regional Council's Mount Maunganui Airshed
	A review of the Mount Maunganui health risk assessment is being undertaken by Environet consultants to assist Tauranga City Council and Bay of Plenty Regional Council Toi Moana to better inform future decision making. This is a review of the findings of the ESR report prepared for Toi te Ora/Te Whatu Ora identifying the health impacts on the Mount Maunganui population from air quality within the Mount airshed. It is anticipated that the review will be completed in April.	work programme, and the Priority One industrial blueprint.
	Priority One has been preparing the Mount Maunganui Industrial Blueprint with business and it is anticipated that the blueprint will be available shortly which will set out recommended actions to respond to some of the issues identified for the Mount industrial area.	

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
Greerton Maarawaewae Study (GMS)	The GMS has been completed. Council resolved to adopt an adaptive, future-proofed programme providing for: Health and Recreation – a mixture of public hospital, parkland, sports fields, golf, and connections to Kopurererua Valley, should the business case determine the Crown require the land for a hospital; or Enhanced Status Quo: racecourse, golf, equestrian, sports fields and connections to Kopurererua Valley, should the Crown not require the land. Te Whatu Ora (Health New Zealand Board) is progressing a Programme Business Case (due for completion June 2025) to consider options for future hospital health services provision in Tauranga. This includes considering redeveloping the existing hospital site, and new greenfields sites across Tauranga, including the Tauranga Racecourse Reserve land. The planning for Cameron Road Stage 2 and Tauriko Networks Connections design is taking into	April to June 2024 Continued engagement with Te Whatu Ora on business case process.
	consideration the possibility of a future hospital on the racecourse site.	
Urban Design Panel (UDP), and Action and Investment Plan (UD AIP)	Urban Design Panel (UDP) An UDP update report was presented to Council in October 2023. The report outlined what has worked well to date as well as a number of learnings and areas for improvement. 13 applications have come through the UDP to date, with a consistent flow of private sector and Council projects. In addition, the UDP website is currently being reviewed and updated, streamlining the overall look and feel and providing further information on the process.	Urban Design Panel reporting to Council – Terms of Reference and Panel membership.
	Urban Design Action and Investment Plan (UD AIP) Within the 30 October Council report, an update on the proposed UD AIP was also provided. The UD AIP will provide strategic direction to support the ongoing delivery of good quality urban design outcomes as our city continues to grow. The UD AIP is not intended to be a design guide, but rather provide a wider framework that will assist to foster good quality urban design outcomes, through a variety of actions. Engagement workshops have taken place over the past three months with various stakeholders groups, including Council staff, government agencies, Māori design experts and external stakeholders (including professional bodies and development sector representatives). Next steps include preparation of actions based on key issues and engagement feedback. The proposed UD AIP is planned to be brought before Council for adoption in May 2024.	May 2024 Adoption of the Urban Design Action and Investment Plan.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
Plan Change 27 - Flooding from intense rainfall Plan Change	Plan Change 27 proposes to manage the effects of flooding from intense rainfall on people, properties and infrastructure was publicly consulted on in late 2020 / early 2021. An independent hearings panel conducted hearings for Plan Change 27 on 30 November to 3 December 2022 and their decision was notified on 11 April 2022. Environment Court appeals closed on 25 May 2022. Three appeals were received and 20 s.274 parties. Mediation was held on 11 and 12 October 2022. The mediation resulted in a number of actions and follow up meetings to discuss the parameters of the flood model, the process for resource consents and building consents when landform has changed and providing clear information on process on Council website. Expert conferencing was completed in November to discuss the parameters of the flood model. All actions from the expert conferencing have been completed. One appeal was withdrawn on 24 November 2023. There are two appeals that remain. Appellants have advised that there remain outstanding issues with the plan change. Urban Taskforce for Tauranga have requested a preliminary determination on the lawfulness of non-statutory maps. Relevant parties have responded with their views of having the preliminary determination to the Court.	Awaiting direction from the Environment Court on whether there will be a preliminary determination.
Plan Change 33 – Enabling Housing Supply	On 15 August 2022, Council adopted Plan Change 33 for public notification which replaced PC26. The plan change was publicly notified on 20 August 2022. Submissions closed on Friday 23 September 2022. The following processes have been completed; summary of submissions publicly notified, further submissions received, expert conferencing held, and hearings conducted by Independent Hearings Panel closing on 18 December. Decisions on the plan change are required by 20 June 2024. Council resolved to prepare a variation to PC33 to rezone Tauriko West for urban development. This is addressed further under the Tauriko West project update.	March/April 2024 Independent Hearings Panel will make recommendations to Council on the plan change. May 2024 Report to Council seeking decisions on the recommendations of the Independent Hearings Panel.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
Variation 1 to Plan Change 33 - Tauriko West Urban Growth Area	On 26 February 2024, the Council adopted proposed Variation 1 to PC33 to rezone Tauriko West Urban Growth Area (UGA) for much needed housing. Public notification commenced on 11 March 2024 and extends through to 9 April 2024. Following public notification for submissions, the process involves preparation of a summary of submissions, and then submitters being invited to make Further Submissions (in support or opposition to original submissions), and then the Hearing by Independent Commissioner(s), who make a recommendation to Council, followed by a decision by Council. Depending on the volume and complexity of submitter issues received, the Hearing may be set down for the end of 2024, or possibly in 2025 should additional time be required to address the issues raised. Council is programmed to lodge the Comprehensive Stormwater Consent (CSC) with BoPRC, in parallel with rezoning process for Tauriko West UGA. The CSC is required to manage stormwater runoff from the future urban development of Tauriko West. In addition to the rezoning of Tauriko West and the CSC, there are a number of other key components required for the future housing in Tauriko West, including the joint NZTA/TCC Enabling Works which are underway, and the consents required by the developers (including earthworks, impacts on wetlands and watercourses, temporary stormwater discharges, and all the necessary subdivision related consents). The project team continue to keep stakeholders informed of the rezoning process and CSC timeframe, as well as ongoing engagement with tangata whenua at both lwi Authority level and through Te Kauae a Roopu (hapu centric forum for Tauriko for Tomorrow). The project team also continues to liaise with BoPRC on the rezoning, stormwater management, flood modelling, and impacts on wetlands / watercourses.	Public Notification of Variation 1 to PC33 on 11 March 2024, with the submission period extending to 9 April 2024. This includes a public open day programmed for 25 March 2024. Comprehensive Stormwater Consent to be lodged with BoPRC in parallel with rezoning process for Tauriko West UGA. Ongoing liaison with BoPRC, tangata whenua and stakeholders. Council report recommending appointment of the Independent Hearings Panel to make a recommendation to Council on the re-zoning proposal will be prepared once the nature and complexity of submissions is known (likely May 2024).
Plan Change 38 - Business Land Framework	On 4 December 2023, the Strategy Finance and Risk Committee approved proceeding with development of a plan change to comprehensively review the commercial and industrial zones and relevant provisions in the City Plan, including the commercial centres network and hierarchy. Preparation of the project plan is underway identifying the workstream and proposed timeframes for the plan change.	Report to the Strategy, Finance and Risk Committee seeking endorsement of the scope of the plan change in May 2024.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
Te Tumu Urban Growth Area	On 11 December 2023 Council reconfirmed the importance of enabling urban development in Te Tumu and that work necessary to rezone this area be prioritised with a proposed plan change ready for notification by the first quarter 2026 at the latest. The plan change work is to take place concurrently alongside the process that is underway with Trustees of the Tumu Kaituna 14 block to agree a compensation arrangement for access rights through that Māori land block. Access rights across this block will be critical to supporting future rezoning and enabling urban development within Te Tumu.	Continue to work with the TK14 Trust to recommence Tangata Whenua engagement on the project and finalise a draft compensation agreement for access rights across the TK14 Block.
	In addition to access rights across the TK14 block there are several other critical matters that need to be addressed to support a plan change. Key matters include carrying out adequate consultation and ensuring a proposed plan change is giving effect to higher order planning instruments – i.e. National Policy Statements and Regional Policy Statement. TCC staff are working alongside landowners in undertaking a detailed review of the workstreams required to address these matters including all technical assessment previously undertaken. This review process will also consider the impact of potential changes to national policy and other RMA amendments.	The compensation agreement is expected to be reported to Council in May of June 2024. Continue to work with Landowner Group to ensure critical matters for the plan
	TCC and trustees of TK14 have agreed to work together to recommence consultation with Tangata Whenua on this project. This consultation will include relevant iwi and other Māori land trusts within Te Tumu. TCC and the Trust are currently finalising a strategy for this work, which will include input from other members of the wider Te Tumu landowner group. The TK14 Trustees are also finalising their team to be involved in this work. This combined approach to consultation is consistent with the messaging that TCC staff has heard from iwi who have sought to better understand the intentions of the Trustees for the development of the TK14 block and how this relates to the overall rezoning plans for the growth area. This process is intended to meet the statutory requirements under the RMA for a plan change process.	change are identified and any gaps in technical assessments are addressed.
	TCC and TK14 are working through a process of valuations associated with securing access rights across the TK14 block via two infrastructure corridors and also an active reserve. These valuations will be critical to finalising the components of a draft compensation agreement with Trustees. Once a draft compensation agreement has been agreed between the Trust and TCC (including Council reporting) this will then be presented to beneficial landowners by the Trustees for their consideration and if approved by landowners it will then be lodged with the Māori Land Court. The Māori Land Court consideration of this matter will include a hearing process.	

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	Further detail on the Te Tumu urban growth project is set out in the Council reports to the 4 March Council meeting titled Te Tumu Development Timing, and Establishment of an Urban Growth Targeted Rate (Te Tumu Related Investment). Overall, these reports identify the risk profile for this project and includes recommendations around managing budgets for infrastructure construction associated with Te Tumu.	
Upper Ohauiti Urban Growth - Area – Private Plan Change 39	Proposed Plan Change 39 is a private plan change request that was accepted by Council on 12 February 2024. The proposal seeks to rezone Rural zoned land located at 120 and 125 Upper Ohauiti Road. This land comprises two parcels of land located on either side of Upper Ohauiti Road and with a combined area of approximately 56 hectares.	Completion of pre-notification requirements. Proceed to notifying plan change.
	The proposal includes the creation of a new residential zone across both parcels with a total area of approximately 23.5 hectares. This zone is to be served by Council-owned water and wastewater infrastructure that will be extended to the boundary of both parcels and then connected to residential land uses within the land at the time of future subdivision or land use proposals. The balance of the land will retain the existing Greenbelt zoning and along with protecting an area of cultural and archaeological significance, will also be utilised to provide for the management of stormwater on-site. The proposed residential zones located on each parcel will have frontage to the existing transport network and include a series of upgrades as future development proposals are put forward for consideration.	
	Notification of the private plan is intended to commence from the end of March following the completion of the pre-notification requirements required by the RMA. The submission period will run for 20 working days with a further submission period following that. A hearing on this is expected later in 2024.	
Lower Belk Road Urban Growth Area (Tauriko Business Estate Stage 4) – Private Plan Change	The Lower Belk Urban Growth Area was shifted into the TCC jurisdiction by the Local Government Commission on the 1 March 2021. The majority landowner of the area (Element IMF) has now prepared a Structure Plan and Private Plan Change to rezone this area and extend the Tauriko Business Estate (known as Stage 4 of the Tauriko Business Estate). The Private Plan Change was accepted by Council on 11 December 2023 for public notification. Public notification commenced on 11 March and extends until 9 April 2024. Alongside the re-zoning process staff are working with Element IMF to confirm a Developer	Following the closing of the public notification phase a summary of submissions will be prepared and further submissions (in support of opposition to primary submissions) called for.

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	Agreement which would support the delivery and funding of infrastructure required to support development proposed by the Private Plan Change and futureproof for planned growth in the wider Western Corridor (e.g. in the Upper Belk Road area). Alongside the private plan change, TCC is progressing a separate plan change seeking to rezone a small number of existing lifestyle blocks on Belk Rd to rural residential under the City Plan. Currently these properties are still subject to the Western Bay of Plenty District Plan. This Plan Change was also publicly notified on 11 March and the submission stage extends through to 9 April 2024.	The nature and complexity of the submissions and further submissions received will determine when a hearing on the rezoning proposals can be confirmed however this is likely to be late 2024/early 2025.
		A report to Council to recommend appointment of the Independent Hearings Panel to make a recommendation to Council on the re-zoning proposal will be prepared once the nature and complexity of submissions is known.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
Keenan Road Urban Growth Area	The Keenan Road area is located south of The Lakes. It is identified for residential development in the order of 2,500-3,000 homes (subject to further assessment being undertaken as part of the development of the Structure Plan for the growth area). There are a range of landowners (including developers) in Keenan Road ready to develop. The technical studies to support the development of the Structure Plan to guide the development of the re-zoning proposal continue to progress. Key to this work are the technical assessments of the 3 waters, particularly the wider wastewater and stormwater and how that integrates with the planning for Tauriko West, and the broader Western Corridor. The development of an NZTA business case for the transport components to enable the growth area is also key and progressing, noting also that development of the Keenan Road area is also be dependent on the NZTA Tauriko Network Connections improvement (e.g. SH29 / Takitimu Drive intersection improvement; SH29a / Barkes corner improvement being delivered).	Key technical reports will continue to progress (e.g. strategic assessment of wastewater and stormwater options for the Western Corridor; Transport business case). Second round of community engagement to be held in April with open days programmed for early April 2024.
	Capex and funding requirements to enable the Keenan Rd urban growth area were considered through the 2024-34 LTP development process. The draft LTP included funding to complete planning processes and for early stages of infrastructure projects (eg design and land purchase) but does not include funding for infrastructure construction due to broader TCC debt and rates constraints. On this basis development would not be able to commence until around 2040 without external infrastructure funding and financing solutions. Engagement on the structure planning and technical studies to support the re-zoning proposal continues. This included a first set of public open days on 2 & 5 September 2023 and work is underway for a second set of open days in April 2024. The April 2024 open days are to present to the public some of the initial findings of key technical studies including how they influence options for urban development of the growth area and seek feedback on this information.	Key risk is the cost and affordability of infrastructure (stormwater; wastewater; transport) to enable the growth area relative to the development potential. This matter will continue to be considered through the development of the structure plan.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
Specified Development Project (SDP) assessment for the Western Corridor	On 14 September 2022, Kāinga Ora advised TCC that it had selected part of the Tauranga Western Corridor for assessment as a potential Specified Development Project (SDP) under section 29(a) of the Urban Development Act 2020 (the UDA). The UDA gives Kāinga Ora the ability to lead or facilitate complex urban development projects through a Specified Development Project process. The value of the SDP process is that it could allow Kainga Ora, TCC, and the SmartGrowth partners to bring together multiple, complex, and otherwise separate urban development processes and enables them to be accessed through a single, integrated process. The aim is to ensure that the planning, infrastructure, and funding for a project is agreed early on, providing greater certainty and coordination for the implementation and delivery of the project. The decision to select the Western Corridor for assessment as a potential SDP is the first formal stage of the SDP process, which includes an engagement and consultation component. The assessment is a collaborative process working with TCC, mana whenua, other SmartGrowth partners, central government, landowners/developers and other stakeholders. The outcome of the assessment will then determine whether Kāinga Ora recommends establishment of an SDP. KO invited feedback from the community on the 'key features' (project area, objectives and governance) of a potential SDP in September 2023. The feedback from this engagement was to contribute to the KO Assessment report and recommendation to the Ministers of Housing and Finance who would then jointly decide whether to establish an SDP. The KO project team have advised that they have presented a technical report to their Board on the potential SDP and noted that with the change in Government potential next steps remain uncertain and under discussion but potentially the process may be moving forward shortly. If this occurs, TCC would be presented Kainga Ora's recommendation and all the technical work to support this for TCC to review and provide f	Await KO release of technical assessment report to Council so feedback can be provided. The timing for this currently uncertain. TCC feedback will be considered and approved by Council.
Smith's Farm	As part of the Takitimu North Link (TNL) project Waka Kotahi will deliver the Smiths Farm access road which will provide access and reticulated services to enable development of this site. The TNL project was expected to be completed in 2026, now NZTA are advising 2027. As such the site cannot be developed immediately.	Complete PC33 process. Continue market process for the strategic divestment of the site with view to finalising a

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	While the site has resource consents in place for residential development the underlying zoning of the site is Rural Residential. The proposed rezoning of parts of the site, including creation of a new Medium Density Residential Zone that will allow for the Medium Density Residential Standards to be utilised, was notified as part of PPC33. Submissions on this proposed rezoning were received and have been addressed through the s.42A report for PPC33. In response to the submission from the Regional Council, staff have considered and are recommending the inclusion of new site-specific provisions addressing stormwater management. These provisions are considered to align with the expectations now set out under the Freshwater NPS. Alongside the rezoning of the site, TCC continue to progress the strategic divestment of the site with the objective of achieving a mix of affordable and market housing with a range of typologies. The preferred purchaser is currently undertaking detailed due diligence.	Sale and Purchase agreement.
Põteriwhi (Parau Farm)	In June 2023, a report was presented to Council to close out previous public consultation and to establish the direction to proceed with a mix of housing and reserves on site. A draft concept plan is being further tested with internal subject matter experts to further understand site opportunities and constraints, and further project planning for next steps (including detailed due diligence) is in progress. Council is also in discussions with Heritage NZ to introduce proposed aspirations for the site and understand requirements in relation to any approvals relating to archaeology and future development. In relation to planning, this includes consideration of Fast Track Consenting as a possible pathway. A formal letter has been sent to Ngati Kahu outlining the resolutions from the June 2023 Council meeting which included the opportunity to appoint two hapū representatives to contribute as the planning evolves. TCC is awaiting a formal response from Ngati Kahu, and will continue to invite hapū as the project progresses.	March - May 2024 Continue with project and site planning. Awaiting confirmation of hapu representatives. Complete assessment of possible Fast Track Consenting pathway Further detailed update to Council on site planning and next steps recommendations.
Resource Management (RM) System Reform	The Government has signalled it will develop new legislation to replace the RMA during its tenure to make it easier to develop new housing and infrastructure, enable primary industry, and better balance environmental protection.	Continue to engage with Government officials on RM reform and make submissions.
	To date the Government has repealed the Natural and Built Environment Act and the Spatial Planning Act. However, the Government retained the 'fast-track' consenting provisions and signalled that these will be advanced further is a sperate Bill to be introduced later in their 100-day period. This Bill was	

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	 introduced on 7 March 2024. At the time of writing this report details of the Bill were still being assessed. In summary it provides for: Projects becoming eligible for 'fast track consenting' through one of two ways - either through a referral by the joint decision of the Ministers of Infrastructure, Regional Development and Transport upon an application, or by being listed as a project in Schedule 2A of the Bill. Once a project has been referred into the fast-track consenting process, it will be considered by an expert panel which will apply relevant consent and permit conditions. Panels will have a maximum of six months to do so. The project will then be sent back to joint Ministers to either approve the project (with conditions) or decline the project. Ministers will also be able to refer a project back to a panel if they determine the conditions recommended are too onerous. Projects listed in Schedule 2A of the Bill will be automatically referred into the fast-track process, and the listing of a project in Schedule 2B of the Bill will be required to be taken into account by Ministers if and when a project comes before them for referral into fast-track. The Bill does not currently contain any projects listed in either Schedule 2A or 2B. The establishment of a Fast Track Advisory Group of independent experts to provide advice to Ministers on what projects should be included in the legislation is signalled. That Ministers will establish the Fast Track Advisory Group, publish the criteria, and applicants will be able to submit projects to the group for evaluation and that Cabinet will decide on the projects included in the schedules of the Bill through the select committee process. Staff will continue to review the Bill and seek direction on a Council submission associated with its development. This will include consideration of TCC projects that may benefit from the fast track process. We are also expecting a further Bill in the	
Government Policy & Initiatives	National Policy Statement for Freshwater Management (NPSFM) and National Environmental Standard for Freshwater (NESF) Amendments to the National Freshwater Framework came into effect on 5 January 2023. In May 2023 Forest and Bird filed a judicial review against the Minister for the Environment. The relief sought by the judicial review includes orders to quash the amendments concerning the new consenting	Participate in the freshwater judicial review proceedings Ensure planning within Growth Areas and plan

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	pathways including those providing for planned growth areas identified by UFTI. The Minister for the Environment is defending the claim. In August 2023 the Council has applied to join the proceedings given the potential implications to the consenting pathways to urban development which the judicial	changes are giving effect to NPS requirements.
	review relates to. The Government has signalled its intention to review and replace the NPS-FM within the next 3 years. Staff continue to engage with Government officials to gain an understanding of the potential changes and their timing. In the meantime, the NPS-FM applies and is a key consideration influencing structure plan development and re-zoning projects.	Continue to engage with Government officials on potential changes to the NPS- FM and the NPS-IB.
	National Policy Statement for Indigenous Biodiversity (NPS-IB) The NPS-IB was gazetted on 7 July 2023 and came into effect on 4 August 2023. The key aim of this policy statement is to help maintain indigenous biodiversity across Aotearoa. This is primarily achieved by requiring councils to identify areas of significant indigenous biodiversity, or SNAs, and manage any adverse effects on them from new development and surrounding activities.	
	The policy framework set out within this NPS is rigid when it comes to managing effects from new development and subdivision on indigenous biodiversity. The expectation is that adverse effects are avoided. This rigid approach to managing effects presents a challenge when attempting to meet the expectations set out under other national policy statements such as the NPS-UD. It is also noted that many of the existing ecological areas across the city are also wetland areas and will be subject to both this new policy statement and the requirements of the new freshwater policy. This will add further complexities and challenges to delivering urban growth within the planned growth areas of the city.	
	However, the Government has also signalled a review of the NPS-IB provisions in their three-year term and announced in mid-March that the Government has agreed to suspend the requirement for councils to comply with the Significant Natural Areas (SNA) provisions of the National Policy Statement for Indigenous Biodiversity for three years, while it replaces the Resource Management Act (RMA).	
	Proposed National Policy Statement for Natural Hazard Decision-making (NPS-NHD) This proposed National Policy Statement was released for feedback in September 2023 and is	
	intended to direct local government to take a risk-based approach to natural hazards when making	

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	planning decisions relating to new development under the RMA. This NPS was described as the first step in a phased approach to addressing natural hazards, with comprehensive National Direction for Natural Hazards proposed to be developed over the next 1-2 years. TCC submitted feedback to MfE on this proposed NPS in November 2023. It is understood that officials from the Ministry for the Environment would be providing new Ministers with an analysis of submissions received for this NPS in the coming months. However, at this time there has been no indication provided as to what further steps the new government will take in terms of progressing this proposal.	
Regional policy and planning initiatives	Proposed Change 6 (NPS-UD) to the Bay of Plenty Regional Policy Statement Proposed Change 6 to the BoP RPS was in response to the requirements under the National Policy Statement on Urban Development (NPS-UD) to be more responsive to urban development proposals and provide support to intensification of urban areas. The purpose being to enable additional development capacity, regardless of whether it is planned in existing planning documents, and to contribute to well-functioning urban environments. The proposed change was also a response to the requirements under the NPS-UD for local authorities to take into account the principles of the Treaty of Waitangi (Te Tiriti o Waitangi) in planning decisions relating to urban environments. The Bay of Plenty Regional Council has made its decision to accept the recommendations made by the Hearings Panel on submissions to Proposed Change 6. The decision was released on 12 February 2024. Staff are currently reviewing the decision and considering the implications of these changes for the city. This involves direct discussion with BOPRC on a small number of matters. Proposed Change 8 (National Policy Statement on Highly Productive Land) to the Regional Policy Statement BoPRC have commenced informal consultation on a future change to the RPS to implement the NPS on Highly Productive Land 2022 (NPS-HPL). The NPS-HPL requires an RPS change to include maps identifying all highly productive land in the region. This must be publicly notified for submissions no later than 17 October 2025. For the purpose of mapping in the RPS the NPS-HPL defines highly productive land as: a) In a general rural zone or rural production zone; and	Continue to work with BoPRC and make submissions as appropriate and, advocate and engage with the BoPRC on matters as they relate to Tauranga and the western Bay of Plenty sub-region.

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	b) Predominantly Land Use Capability classes 1, 2 or 3 land; and c) Forms a large and geographically cohesive area.	
	There are 'carve outs' for existing urban growth areas and identified future urban growth areas located on HPL. Council staff are working with BoPRC staff to confirm alignment on the HPL maps.	
Development Contributions	The draft DCP 2024/25 was consulted on alongside Council's Long Term Plan 2024-34. Submissions were reported to Council in March 2024 as part of the Long Term Plan and DCP deliberations process.	18 March 2024 – report to Council with updated development contributions
	Council approved the following changes to be incorporated into the final DCP: • a local development contributions catchment for the Te Papa peninsular • a 4+ bedroom category for citywide development contributions • reduction in DC's for certain infrastructure activities for aged care facilities Following deliberations, staff have updated the draft fees. These will be presented to Council on 18	22 April 2024 – report to council with final DCP for adoption. 1 July 2024 – new DCP operative
Future Development Strategy (FDS)/ updated SmartGrowth Strategy	March. The final Development Contributions Policy will be report in April to Council for adoption. SmartGrowth is required to prepare a Future Development Strategy (FDS) under the National Policy Statement for Urban Development (NPS-UD). This follows on from the completion of Housing and Business Capacity Assessment (the HBA) in December 2022 which informs the 2024 Long-Term Plans, and the FDS. SmartGrowth is currently producing an updated SmartGrowth Strategy by mid 2024 which will incorporate the requirements of the FDS. Deliberations will be completed on 18 March followed by reporting to the SmartGrowth Committee for endorsement, and finally adoption by each of the SmartGrowth Partners including TCC. Key issues addressed in this work include: Addressing the shortage of residential development capacity identified in the HBA, including the role of the Western and Eastern Corridors in this regard	Continue to progress the preparation and adoption of the FDS / updated SmartGrowth Strategy
	Addressing the shortage of industrial / employment land in Tauranga identified in the HBA. The Strategy will not be able to address all of the implementation challenges, especially the challenges associated with infrastructure costs, infrastructure funding and the complexity of the	

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	planning system which remain major constraints on delivery and achieving the outcomes sought through the SmartGrowth Partnership. A separate Implementation & Funding Plan is being developed to progress these matters.	
	Tauranga currently has a significant housing shortfall in the order of 5,000 homes and this is projected to grow significantly due to delays in releasing new supply. The exclusion of funding for construction of infrastructure projects in Te Tumu and Keenan Rd from the 2024-34 LTP further exacerbates the housing shortage to be addressed. The estimated impact of these changes would be a reduction in housing supply of approximately 640 dwellings in the period 2024 to 2034, and a reduction of 1,260 dwellings in the period 2034 to 2040.	
TRANSPORT STR	ATEGY	
Eastern Corridor Transport Planning (Te Tumu & Wairakei)	 A number of transport-focused workstreams remain underway related to the Te Tumu structure planning process, Wairakei Town Centre development and the Papamoa Eastern Interchange (PEI), these include: Transport planning workstreams associated with Te Tumu structure planning are well advanced. The structure plan includes dedicated public transport lanes on The Boulevard through Te Tumu to the Wairakei Town Centre, high-quality walking and cycling connections, and general traffic lanes, and this has guided the development of the NZTA Te Tumu transport corridors business case. Development of this business case is to confirm the eligibility and availability of the National Land Transport Fund to support implementation of the transport system for the Wairakei Town Centre and Te Tumu growth areas. NZTA's current policy heavily limits the amount of funding the would provide for this sort of transport infrastructure. The scope of this Business case covers The Boulevard, Te Okuroa Drive, The Sands Avenue and a bus facility within Wairakei Town Centre. 	Finalise the Wairakei Te Tumu transport infrastructure SSBC, including peer reviewed cost estimates of roading infrastructure. Seek BOPRC and landowners endorsement for the Wairakei Te Tumu SSBC. Following this, seek Council approval to submit to NZTA.
	A preferred option (i.e. that sets out the key corridor functions and conceptual corridor cross-sections have been developed for the Te Tumu corridors of Te Okuroa Drive and The Boulevard) and now further assessment is underway to: • Enable better understanding of the stormwater management requirements for the corridor widths in terms of on-site stormwater containment and treatment. • Corridor width requirements – accommodating walking, cycling, bus priority, general traffic, utility berms, and swales. This includes transport modelling to inform the preferred option	Complete final stages of developing concept designs for The Sands Ave and Te Okuroa Drive extension within the Wairakei Town Centre. This work is being undertaken with Bluehaven through the Development

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	 concept design staging and sensitivity testing for increased densities futureproofing. Communications and Engagement – regular meetings with Bluehaven regarding the Wairakei section of the transport corridors, including discussions regarding the proposed bus hub on The Boulevard and the Te Okuroa Drive interim and longer-term form and function. Meeting with the Te Tumu key landowners to obtain endorsement for the preferred option corridor concept designs for feedback. Development of a temporary/interim design for Te Okuroa Drive extension (between Sands Ave and Te Tumu boundary) to allow for access to Wairakei Town Centre development (predominantly for the Mitre 10 development) and TCC employment land until long term solution is required. This work is progressing with TCC responsible for detailed design and construction but in liaison with the developer, Bluehaven, through the Development Agreements newly established joint-Project Control Group. Continued development of the detailed design and procurement for the PEI (as reported to Council on 4 September 2023). 	Agreement. Contract detailed design and delivery of Te Okuroa Drive interim-stage to enable the Town Centre development, through the PEI contract. Construction of the interim design for this section of TOD required by September 2024. This work is led by the Infrastructure Group.
Draft Government Policy Statement on Land Transport 2024 (draft GPS)	The GPS is the Government's strategy for investing in the land transport system. It outlines what the Government wants to achieve in land transport, and how it expects funding to be allocated from the National Land Transport Fund across different types of activities (for example road maintenance, public transport, walking and cycling). Each GPS sets out the priorities for the following 10-year period and is reviewed and updated every 3 years. On 6 March 2024 the Ministry for Transport released the draft GPS for consultation. Submissions on the draft GPS are due by 2 April. The final GPS will come into effect on 1 July 2024. The draft GPS identifies the following strategic priorities: • Economic growth and productivity – Efficient investment in land transport system connects people and freight quickly and safely, supporting economic growth and creating social and economic opportunities including access to land for housing growth. • Increased maintenance and resilience – Increasing maintenance levels and improving resilience on state highways, local and rural roads is critically important in achieving the Government's overall objective of supporting economic growth and productivity. • Safety – Safety on our transport system is critically important. Road deaths and serious injuries place a substantial burden on families, society, the economy, and the health sector each year.	Prepare a Council submission on the draft GPS.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	Value for money – The significant investment in transport network must deliver better outcomes for present and future generations of New Zealanders.	
	The draft GPS reintroduces the Roads of National Significance (RoNS) programme to achieve its strategic priorities. The RoNS are some of the NZ's most essential state highway corridors that require significant development and investment. The SH29 (Tauriko Network Connections) and Takitimu North Link Stage 2 are included in the 15 RoNS projects.	
	 At the time of writing this report the key themes likely to be covered in the TCC submission relate to: Strategic Priorities: general support for the strategic priorities particularly the focus on RoNS and unlocking access to greenfield land for housing development. Roads of National Significance (RoNS): general support for the RoNS programme and inclusion of SH29 and TNL-stage 2 in the RoNS. However, we note the importance of a multimodal corridor and not just a 4-lane highway for RoNS. Similalrly, funding and delivery timescales for RoNS need to be carefully considered in order to fully realise the benefits of housing development. Road pricing and tolling: general support for funding sources. This also aligns with Tauranga City Council and NZTA's proof-of-concept study into road pricing. Ten-year transport investment plan: general support for amending the Land Transport Management Act to require future GPSs on land transport to adopt a 10-year investment plan. Efficient business case process: general support to make a more efficient business case process by the end of 2024. Reduced funding for alternative modes (walking, cycling, PT): this is one of the major issues we want to raise, as in a growing city, the investment in active modes and PT will significantly increase, without which residents will have no choice but to continue to drive which will add to the congestion on road network. Climate change agenda: there is little or no consideration for the environment beyond the suggested EV uptake schemes. This should be considered in the draft GPS in more detail. 	
Transport Emissions Reduction	The new government has given notice to the NZTA to end its work on the VKT reduction programme and to not commit any further funding to local authorities (beyond existing contractual obligations) to develop these programmes.	Complete implementation plan and benefit realisation/monitoring framework.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	The existing contract is being utilised to pivot the work program to deliver an 'Transport Optimisation Program', in light of anticipated network efficiency objectives. The workstreams started through the VKT program will be continued and brought together under the common improvement to access objective (consistent with UFTI and TSP), which will reflect requirements moving forward. The draft Optimisation program will be delivered in April 2024 for consideration by the TSP governance group.	
Variable Road Pricing Study (SmartTrip)	A study exploring the viability and impacts of Variable Road Pricing (VRP) in Tauranga has shown that road pricing could provide a range of benefits, including reduced congestion and faster, more reliable journey times. It could also deliver significant economic and social benefits, encourage different transport choices, reduce transport-related greenhouse gas emissions, and support the reduction of vehicle trips in the City. The study was undertaken jointly by TCC and NZTA, and was only a proof-of-concept study. A report was provided to Council on 4 September 2023 explaining the findings of the study, and noting the benefits such system would have. Council endorsed to engage on the SmartTrip concept through the 2024-2034 Long Term Plan. The results of the engagement process have been reported to Council on 4 March 2024, and considered several options on how to proceed based on the feedback. The council report clarified that a new government was formed during the engagement process. The new government is progressing road charging initiatives. NZTA has invited TCC to work together with them, the Ministry of Transport and other councils to support a nationally consistent approach. On the 4th of March 2024, Council endorsed to: Not proceed with a full business case Proceed to investigate key areas of community feedback received, including the cost of road pricing charges, the quality and available of alternative transport modes, location and time of charge, equity concerns and wider network impact (particularly diversion impacts). Proceed to engage with NZTA-Waka Kotahi, the Ministry of Transport, and other interested councils including Auckland Council / Auckland Transport to explore nationally consistent approaches to road pricing.	Further investigate key areas of local community feedback. Engage with NZTA, the MOT and other interested councils to explore a nationally consistent approach to road pricing, in the form of policy and legislation.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	 Notes that the approved road pricing budget will position TCC to be able to participate at a national level and help to ensure that topics raised by the Tauranga community are embedded in nationwide investigations into road pricing. 	
Western Corridor (SH29 Tauriko / Tauriko West)	Tauriko Enabling Works Business Case The contract for construction of this project has now been awarded. Works are programmed to commence at the southern intersection (Redwood Lane / Kaweroa Drive roundabout) from March 2024. Works at the northern end including the new Tauriko West northern access and associated works on SH29, Cambridge Road and Whiore Ave are programmed to commence later in 2024. The current delivery programme indicates completion of the Redwood / Kaweroa roundabout and connections in late 2025 / early 2026, completion of the new Tauriko West northern access (enabling access for land development) by early 2026, and overall completion of the transportation construction project by mid-2027.	through the Transport
	 Tauriko Network Connections Detailed Business Case The business case recommended improvements including the following: A new offline State Highway 29 corridor for inter-regional traffic between Redwood Lane and Takitimu Drive that then enables the current state highway to perform a local road function with multi-modal services; A new online six-lane SH29A corridor between Takitimu Drive and Barkes Corner including dedicated bus lanes; and Widening of SH36 between Lakes Boulevard and SH29A including dedicated bus lanes. At its meeting on 27 June 2023 Council resolved to endorse the final NZTA business case being submitted to their Board for approval alongside other key resolutions including: The strong preference that the project be delivered in a single stage within a decade (by 2034) The next stage of the business case identifying solutions to resolve 'pinch points' at key locations including SH29a/Cameron Road, Takitimu Drive/SH29/SH29a/SH36 and across the Omanwa stream on SH29. 	Work with NZTA to support the inclusion of appropriate funding in the next NLTP to support delivery of the project.

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PROJECT DESCRIPTION	PROGRESS UPDATE / KEY MATTERS	NEXT STEPS / IDENTIFIED RISKS
	The Waka Kotahi Board endorsed the business case at their meeting on 18 August 2023. This decision did not include funding to progress the next stage of this project at that time.	
	The draft GPS on Land Transport (released in March 2024) identifies this project as a 'Road of National Significance' (RoNS). RoNs are described in the draft GPS as "New Zealand's most essential state highway corridors that require significant development and investment that, when complete, will reduce congestion, improve safety, support housing development to address New Zealand's ongoing housing crisis, boost economic growth, and provide a more resilient roading network." Furthermore, the draft GPS identifies that:	
	 "All Roads of National Significance will be four laned, grade-separated highways, and all funding, financing and delivery options should be considered to deliver them in stages and as quickly as possible." "The Government expects that the NZTA will prioritise these strategic corridors in the development of the National Land Transport Programme given their importance, alignment and impact on the Government's wider programme and the Government's focus on returning the NZTA to its core statutory activities and particularly, for this GPS period, maintaining and developing the state highway network." 	

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9.6 Urban Design Panel - Terms of Reference Update

File Number: **A15468690**

Author: Carl Lucca, Team Leader: Urban Communities

Authoriser: Christine Jones, General Manager: Strategy, Growth & Governance

PURPOSE OF THE REPORT

1. The purpose of this report is to seek:

- Endorsement of updates to the Urban Design Panel (UDP) Terms of Reference (ToR);
 and
- Delegation to be provided to the Chief Executive Officer to make minor changes to the Terms of Reference (ToR) and changes to panel membership, if and when required.

RECOMMENDATIONS

That the Strategy, Finance and Risk Committee:

- (a) Receives the report "Urban Design Panel Terms of Reference Update".
- (b) Endorses the updated Urban Design Panel Terms of Reference.
- (c) Notes that reporting on the Urban Design Panel will be provided to the Strategy, Risk and Finance Committee on a regular basis as part of the City Planning and Growth quarterly reporting.
- (d) Notes that a full review of the Urban Design Panel will be reported to the Strategy, Risk and Finance Committee on a three yearly basis.
- (e) Delegates authority to the Chief Executive Officer to make minor changes to the Terms of Reference and changes to panel membership.

BACKGROUND

- 2. On 28 March 2022, Strategy, Finance and Risk Committee meeting received the TCC Urban Design Framework Report and approved the recommendation to adopt the Urban Design Framework, including setting up an UDP, in line with the proposed Terms of Reference (ToR).
- 3. An update on the ongoing delivery of Council's Urban Design Framework, including the UDP and related matters, was also provided to the Strategy, Finance and Risk Committee on 30 October 2023. The update identified what was working well, and a number of areas for refinement. This included identification of a number of expertise gaps in the panel membership (noting that a sperate report is being tabled to this Strategy, Finance and Risk Committee meeting for endorsement as a separate agenda item).
- 4. In addition, with the panel having now operated for 15 months, this has allowed consideration to be given to a number of areas of refinement as they relate to the panel's ToR. Key areas of refinement are outlined as follows:
 - (a) Providing less stringent direction on the size and type of proposals that come before the panel. Previously this has referred to 'significant' and 'large' proposals; however, it is recommended that terminology be amended to be more inviting to a range of development proposals, both public and private. This approach will see a wider range of proposals come before the panel, resulting in broader influence of the panel's experience and expertise across the city.

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- (b) Transportation be added as a core discipline to the panel membership alongside other disciplines (noting that a number of panellists have transport expertise).
- (c) As well as nomination through professional bodies (e.g., NZ Institute of Architects), consideration will also be given to professionals where a high level of relevant expertise and experience has been demonstrated through Council projects.
- (d) That the final appointment of panel members can be undertaken via Council resolution <u>OR</u> through delegation to Council's Chief Executive Officer. This allows for flexibility in adjusting panel membership without needing to convene formal meetings where this is limited in number (e.g., replacing individual members who may have left).
- (e) Minor updates to the UDP session timeframes, to better acknowledge the time taken to review a proposal, including time to visit the site by the panel chair (or a nominated panel member), as requested during feedback from applicants.
- 5. The updated ToR are attached as **Attachment A**.

STRATEGIC / STATUTORY CONTEXT

- 6. This proposal to strengthen the role of urban design in Tauranga supports all six of the LTP community outcomes through encouraging high-quality, context-appropriate development that contributes to functional, safe, inclusive, and attractive places and spaces in Tauranga.
- 7. The UDP will help to promote the New Zealand Urban Design Protocol (of which TCC is a signatory) through providing a more holistic approach to urban design in Council and a desire to enhance the quality of built outcomes in Tauranga.

OPTIONS ANALYSIS

- 8. The Council has the option to either:
 - (a) Endorse the ToR as attached. This option is recommended, as the proposed ToR reflect lessons learned to date and promote the efficient and effective application of the panel.
 - (b) Alternatively, retain the previous ToR endorsed on 28 March 2022 (not recommended).

FINANCIAL CONSIDERATIONS

9. Remuneration and broader costs relating to the Panel are included in the current Long-Term Plan. Remuneration for the panel members was outlined in the report adopted by Council on 28 March 2022 which considered costs for an interim and ideal state. The March 2022 report provided a detailed breakdown of costs as Appendix B: Proposed Urban Design Framework and is not repeated here.

LEGAL IMPLICATIONS / RISKS

10. There are no legal implications or risks.

SIGNIFICANCE

- 11. The Local Government Act 2002 requires an assessment of the significance of matters, issues, proposals and decisions in this report against Council's Significance and Engagement Policy. Council acknowledges that in some instances a matter, issue, proposal or decision may have a high degree of importance to individuals, groups, or agencies affected by the report.
- 12. In making this assessment, consideration has been given to the likely impact, and likely consequences for:
 - (a) The current and future social, economic, environmental, or cultural well-being of the district or region:

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- (b) Any persons who are likely to be particularly affected by, or interested in, the decision; and
- (c) The capacity of the local authority to perform its role, and the financial and other costs of doing so.
- 13. In accordance with the considerations above, criteria and thresholds in the policy, it is considered that the decision is of low significance.

ENGAGEMENT

14. Taking into consideration the above assessment, that the decision is of low significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

NEXT STEPS

- 15. The UDP will be run in line with the ToR, with continued internal resourcing, policy development and promotion, to support good urban design outcomes for Tauranga.
- 16. The ToR will be available on Council's UDP webpage.

ATTACHMENTS

1. Attachment A: Updated Draft Tauranga Urban Design Panel - Terms of Reference 250324 - A15644799 J

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Tauranga Urban Design Panel Terms of Reference



25 March 2024

1. Introduction

Tauranga continues to provide an attractive place to live, work and play. Ensuring that Tauranga's built environment is of a standard that is respectful of, and complements, the natural beauty, culture, and heritage of the region is increasingly important.

As a signatory of the New Zealand Urban Design Protocol, Tauranga City Council (the Council) is committed to the prioritisation of high-quality urban design. Research has shown that urban design panels are a cost-effective tool in the promotion of high-quality environments.

While there are many benefits of an urban design panel (the 'Panel'), its primary purpose is to review projects and identify areas for improvement early in the design process. The goal is to facilitate high quality design outcomes. The independence of the Panel is important to its success, with Panel members sourced from outside of Council and only able to participate in Panel meetings if no conflicts of interest have been identified. Panel members are selected for being leaders in their relevant professions, with the experience and expertise to add value to a proposal.

Key benefits of Panel reviews include:

- Providing a source of design expertise in addition to the applicant and Council resources
- · Minimising potential time delays by identifying any design issues early
- Helping applicants to prioritise design elements and outcomes and identify where their investment achieves best value in this regard
- Understanding how proposals fit within, respond, and contribute to the existing and anticipated future physical, environmental, and cultural context
- Raising the profile of design through access to expert review and targeted advice
- Providing Council officers with consistent design advice, clear direction, and confidence in their reporting.

2. Purpose and role of the Panel

The Urban Design Panel is a group of industry-leading built environment professionals who provide (at no cost to the applicant), independent design review for the private and public sectors, to support quality design outcomes in Tauranga.

Role

The role of the Panel is to undertake a design review and provide independent, professional urban design advice on key projects (public and private) throughout the city. The Panel represents part of a wider toolkit within Council to promote high-quality, context-appropriate development that contributes to functional, safe, inclusive, and attractive places and spaces in Tauranga.

The Panel will provide review services early in the design process – ideally at, or prior to, the preapplication stage for:

- Private development (e.g., multi-unit residential developments, apartment buildings, office buildings, mixed-use developments, masterplans)
- Public sector projects (e.g., streetscape and roading projects, open spaces, public buildings).

The Panel will also be requested, as deemed appropriate by relevant Council staff, to contribute to:

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- The review and guidance of proposed Council policy, statutory tools, and guidelines with an urban
 design impact or which will shape the development of the city (e.g., Council initiated and private
 plan changes, design guidance documents or structure plans)
- An education role upskilling environmental planners and urban design representatives (internal
 or external) with regards to best practice urban design and quality built environment outcomes.
 This may occur through 'mock reviews' of common or problematic proposals.

Function and Authority

The Panel is advisory and does not have statutory decision-making powers. Following a Panel review of a proposal, Panel recommendations:

- Provide applicants and their designers with clear and concise advice as to how their proposal could be progressed to promote high quality design outcomes
- Are a valued consideration in the review of resource consent applications and are incorporated into planning reports.

Panel recommendations are not limited to the scope of the Tauranga City Plan but encourage best practice design that supports the overarching objectives and policies of the City Plan and the outcomes identified in Council guidelines. In some instances, best practice urban design may conflict with, or be contrary to, controls within the City Plan and the Panel's recommendations will make note of this.

The independence of the Panel is paramount, and the Panel does not have a mandate to represent the public, or to represent the Council. Panel members will not be called upon to give evidence at hearings in relation to a proposal reviewed by the Panel.

Cost

Design review and associated administrative support is provided by Council at no additional cost to the applicant. This is both to encourage the Panel to be utilised by applicants, and to acknowledge the importance of well-designed urban environments in Tauranga.

3. Panel members

Panel membership comprises a pool of approximately 20 highly regarded professionals, with specialist skills in the areas of (but not limited to):

- Urban design
- Architecture
- · Landscape architecture
- Planning
- Māori design
- Property development
- Transportation.

Selection of Panellists

The appointment of Panel members is based upon nominations and expressions of interest sought through the following professional organisations:

- The Urban Design Forum
- New Zealand Institute of Architects
- Architectural Designers New Zealand Professionals
- New Zealand Institute of Landscape Architects
- New Zealand Planning Institute
- Papa Pounamu

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- Ngā Aho Network of Māori Design Professionals and Mana Whenua (via Te Rangapū Mana Whenua o Tauranga Moana Partnership);
- Tauranga Urban Task Force.

Consideration is also given to professionals where a high level of relevant expertise and experience has been demonstrated through Council projects.

The final appointment of Panel members will be undertaken via Council resolutions or through delegation to Council's Chief Executive Officer.

Panel members are selected for their individual experience, rather than as representatives of their professional firms. Panellists are expected to be leaders in their respective professions with experience in contributing to high quality built form and public realm design outcomes. Panellists are required to be cognisant of current best practice and the urban environments in which the proposals are located.

The selection of Panel members will seek to utilise individuals:

- That promote the principles of diversity and inclusion seeking to gain from multiple perspectives
- With additional and complementary knowledge areas such as heritage architecture, sustainable
 design, accessibility, and crime prevention through environmental design
- Located both within and outside of Tauranga. If located outside of Tauranga, it is preferable that Panellists can demonstrate knowledge of the city (i.e., having previously lived or worked in Tauranga).

Only 1 panel member from a single profession firm, regardless of their discipline, will sit on a panel review at the same time.

A review of the Panel membership group will occur every three years. At this time, existing Panellists will be asked if they would like to remain on the Panel and, if required, expressions of interest will be sought for new members. The new Panel will then be selected to ensure an appropriate mix of professional expertise, to promote diversity and inclusion and to ensure a balance of experience and renewal to the pool of Panellists'.

Panel Chair

Panel Chairs are Panel members who have the necessary experience and skills to impartially facilitate a Panel session. Each Panel design review will include one Chair. Annual training will be undertaken to strengthen facilitation skills amongst Panellists'.

While all members of the Panel are expected to be familiar with the project site and context prior to a Panel review meeting, the Panel Chair is required to undertake a site visit (unless otherwise delegated through agreement to another Panel member). The Panel Chair should be local to Tauranga whenever possible.

Quorum

The number of panellists required for each panel session is determined on the complexity of the proposal, three panel members (including the chair) being the general rule. At least one member selected for every Panel review meeting must have a strong demonstrated knowledge of the Tauranga local context.

Additional Experts

For some proposals, additional expertise (outside of the Panel) may be required to further support the design review process. Examples may include transport or stormwater engineering considerations, heritage, sustainable design, accessibility, and crime prevention through environmental design. This additional expertise will be sought both internally (within Council) and externally, as, and when required.

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Mana Whenua Involvement

Te Rangapū Mana Whenua o Tauranga Moana Partnership is involved through the nomination of Māori design professionals.

Code of Conduct

All Panel members (including additional experts) will be required to sign an Urban Design Panel Code of Conduct. The Code of Conduct outlines the responsibilities of the Panel members with regards to meeting attendance, professional conduct, confidentiality, and conflicts of interest. Conflicts of interest should be declared as soon as they arise to ensure the fast and efficient selection of Panel members.

Payment of Panelists

Panel members will be paid \$185/hour, up to a maximum of 4 hours per meeting. This equates to 2 hours preparation time, 1.5 hours to attend the panel review session and half an hour to review and feed into the panel recommendations. Where a panel meeting finishes before or after the 1.5 hours, or for larger or complex projects, the time incurred and subsequently billed is adjusted accordingly.

In addition, the panel Chair will have an additional two hours per session, including 1 hour to conduct a site visit and 1 hour to prepare and finalise recommendations. The Chair may identify another panel member to conduct a site visit in their place.

The applicant will not pay to attend a Panel review meeting. Urban Design Panel reviews will be funded through the Long-Term Plan (at a ratepayer cost).

4. Triggers for Panel review

Council officers and / or Council urban design representatives are responsible for determining whether an application should be reviewed by the Panel, with the final decision resting with Council's urban design representative. The key consideration for Panel review is whether the Panel could add value to the design development process.

A series of 'triggers' (outlined below), help to identify proposals that due to their scale, complexity and / or sensitivity of location would benefit from independent design review. These triggers are not all-encompassing and act as a guide for applicants and Council staff in understanding what proposals are likely to be recommended for Panel review.

Triggers include:

- Any medium to large scale development within or near an identified centre (as defined in the City Plan)
- Apartment buildings, office / commercial buildings, or large mixed-use developments
- · Multi-unit residential developments Masterplans for any new greenfield or brownfield development
- · Council Capital projects including streetscape upgrades and community facilities
- Public works by government departments and other organisations (i.e., schools, health, transport).

There may be applications made for other activities not included above that would benefit from Panel review. This will be determined by the Council's urban design representative.

5. Scope of Panel advice

The Panel will provide advice that is cognisant of relevant City Plan provisions or Council strategies and guidelines (as detailed below), but will above all, seek to promote best practice urban design and quality built environment outcomes.

The Panel will focus their review and recommendations on the appropriateness of the development in relation to, and impact on, its physical, social, and cultural context and relationship to the anticipated future landscape. It will consider the overall quality of the development and its design elements (such

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as bulk and location, design, scale, layout and articulation) and how these contribute to amenity, functionality, usability, and contribution to Tauranga's built environment.

The Panel will consider adjacencies and interfaces and will put a people-centric lens on development -considering the impacts on, and standard of living of, future users as well as the neighbours and communities in which they are built. It will consider the broader impacts of climate change and the inclusion of design measures which promote sustainable design and low impact urban design outcomes.

The Panel will consider the extent to which relevant Council documents have been considered and / or incorporated through the proposed design, namely:

- The Tauranga Moana Design Principles
- The Residential Outcomes Framework
- The Tauranga Street Design Toolkit
- The Growing Tauranga Green Strategy
- The Tauranga Infrastructure Development Code
- Any relevant iwi or hapu management plans
- Any relevant urban planning strategies and plans (e.g., spatial plans, City Centre strategy, Action and Investment Plans).

6. Design Review Process

Design reviews are scheduled to take place fortnightly. An overview of the proposal is required from the applicant in order to schedule a Panel review. Panel review meetings will typically be an hour and a half in duration. The Urban Design Panel review process is outlined below:

Step 1: Request an Urban Design Panel session

Applicants are encouraged to request an Urban Design Panel review at or before the resource consent pre-application stage. Applicants are to approach the panel as early as the concept design phase, where fundamental urban design principles may be at the forefront of conversation.

While it is recommended that Panel review occurs early on in their design development process, Council officers may recommend that a proposal go to Panel at any stage during the consenting process.

Following receipt of a request for panel review from the applicant, the Council urban design representative will confirm if a proposal is to go to Panel. To assist in clear communication, the consents team will be kept informed throughout the process and may be present for the Panel meeting, where appropriate.

Step 2: Date and Panel members

If the applicant agrees to an Urban Design Panel review:

- The Council urban design representative will:
 - Review the proposal overview
 - o Select an appropriate mix of potential Panel members for design review
 - Identify a potential Panel 'Chair' for the meeting
 - Determine whether any additional experts will be required.
- Panel administrative support will:
 - Liaise with the applicant to select a date for Panel review and confirm information requirements and when documentation is due (calendar invitations will be sent as a reminder to key due dates for applicants)
 - Liaise with identified Panelists to determine availability and potential conflicts of interest
 - $\circ\quad$ Circulate an agenda to all Panel attendees.

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Step 3: Draft information requirements (2 weeks prior)

Following the set-up of the Panel review meeting and Panel members, the applicant is required to submit their draft electronic information requirements pack at least two weeks prior to Panel review. This will enable Council review prior to documentation finalisation and pre-circulation to the Panel.

The information provided by the applicant should include:

- Context analysis (including City Plan context and summary of mana whenua engagement and cultural considerations)
- Site analysis
- Design rationale
- Proposal / design response / options explored.

Further detail regarding information requirements is appended to this document. Please note that design proposals do not need, and are not expected, to be fully developed, but they should have sufficient information to describe the context and convey the conceptual approach.

Step 4: Final Information Requirements (1 week prior)

Should any additional information need to be included in the information pack, this will be identified by Council and the final (updated) information pack will be due to Council one week prior to Panel review. It will be circulated to the Panel for pre-review at this time. The Panel meeting will be postponed if this information pack is not received or is not in accordance with the information requirements checklist.

Step 5: Coversheet

The Council consenting planner and urban design representative will prepare a brief cover sheet outlining the key issues that Council is seeking Panel advice on (having sought initial comments from relevant Council teams) and outlining related policies, strategies, plans, guidelines, or projects that may impact the proposal.

Step 6: Panel meeting

Each Panel meeting should typically last for an hour and a half although this may vary depending on the scale and complexity of the proposal. This time will be utilised as follows:

Agenda	Time
Panel briefing with Council officers (just the Panel)	15-30
Opportunity to ask Council staff further questions pertaining to the proposal.	minutes
Discussion of, and alignment on, the key issues and the key areas in which	
Council are seeking Panel recommendations.	
Welcome from the Chair	5 minutes
Chair introduction of Panellists and lead applicant introduction of their team.	
Overview of Panel review process.	
Opportunity for a mihi / pepeha and karakia.	
Applicant presentation of proposal	20 minutes
The applicant should take their information pack as read and focus their presentation on the key focus areas identified in the coversheet.	
Panel discussion with applicant	30 minutes
Opportunity for the panel to ask questions and seek clarifications.	
Panel to provide the applicant with a clear idea of which parts of the proposal are supported and which elements may need further consideration.	
Recommendations (just the Panel)	20 minutes

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	 Once the applicant has left, Panellists will remain to agree upon and finalise their recommendations. 	
	 Recommendations should expand on those discussed with the applicant and not introduce new feedback (a 'no surprises' approach). 	
Total available time		~1.5 to 2 hours

Step 7: Recommendations

Panel recommendations should be agreed in principle during the Panel meeting. The Panel Chair is responsible for finalising and signing off on written recommendations. These will then be forwarded to the Council for any final formatting prior to circulation to the applicant and Panel members. Written Panel recommendations will be provided to the applicant within three working days of the Panel meeting. It is noted that while the Panel is non-statutory in nature, Panel recommendations may help to inform the Section 104 Assessment and conditions of consent.

Step 8: Follow up

Following the Panel review meeting and the circulation of Panel recommendations, the applicant is likely to revise certain aspects of their design. Council's urban design representative will provide clarification to the applicant, where required. Once the applicant has revised their design, they are encouraged to meet with Councils urban design representative and consenting planner prior to lodgement to review the revised scheme in light of Panel recommendations.

In some circumstances, a subsequent review by the Panel may be recommended or requested. This will be decided by the Council urban design representative. If a proposal is to go to the Panel for a second time, all efforts will be made to ensure that they are able to present to the same Panellists, for continuity.

7. Annual review

An annual meeting will be convened (Panel members, Council staff) to reflect on the Panel's performance and identify any areas for improvement. This meeting will review:

- How panel members and council staff believe the panel is running and whether any changes need to be made to improve its functionality.
- The recommendations provided by, and outcomes of, Panel review meetings that have occurred during the year - to:
 - o Track the effectiveness of the Panel in influencing quality urban design outcomes
 - Determine the key issues associated with urban design in Tauranga
 - Assist in reviewing the City Plan and other Council tools to promote design quality.
- The Terms of Reference to ensure that the Panel remains in the best position to add value in Tauranga's built environment
- Industry feedback on the Panel
- Any marketing and communications ideas relating to the Panel for the coming year.

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10 DISCUSSION OF LATE ITEMS

11 PUBLIC EXCLUDED SESSION

Resolution to exclude the public

RECOMMENDATIONS

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
11.1 - Public Excluded Minutes of the Strategy, Finance and Risk Committee meeting held on 19 February 2024	s6(b) - The making available of the information would be likely to endanger the safety of any person s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(d) - The withholding of the information is necessary to avoid prejudice to measures protecting the health or safety of members of the public s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege s7(2)(h) - The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(j) - The withholding of the information is necessary to prevent the disclosure or use of	s48(1)(a) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
	official information for improper gain or improper advantage	
11.2 - Appointment of Additional Urban Design Panel Members	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist

Strategy, Finance and R	25 March 2024	
		under section 6 or section

12 CLOSING KARAKIA